



# HUNTER'S HILL COUNCIL ANNUAL REPORT

20

21

# TABLE OF CONTENTS

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## SECTION 1 - INTRODUCTION

- 01** Acknowledgement of Country
- 02** Welcome
- 03** Message from our Mayor
- 04** Message from our Acting General Manager
- 05** Our Organisation
- 06** Our Councillors
- 07** Our Wards
- 08** Our Community
- 09** The Role of Integrated Planning and Reporting (IP&R)

## SECTION 2 - REPORTING AGAINST LOCAL GOVERNMENT ACT REQUIREMENTS

- 11** Councillor Allowances & Expenses
- 12** Overseas Visits
- 12** Senior Staff Positions
- 12** Written Off Rates & Charges
- 13** General Manager Remuneration
- 14** Our Finances
- 15** Financial Performance Measures
- 17** Service Results
- 18** Capital Works
- 19** Special Levies
- 21** Legal Proceedings
- 22** Government Information Public Access (GIPA)
- 22** Code of Conduct
- 23** Planning Agreements
- 23** Contracts Awarded
- 23** Private Works
- 23** Joint Ventures
- 24** External bodies, Companies & Partnerships
- 25** State/Federal Government Grants
- 26** Community Grants
- 27** Equal Employment Opportunity (EEO)
- 32** Companion Animals
- 33** Disability Inclusion Action Plan

# TABLE OF CONTENTS CONTINUED...

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## SECTION 3 - REPORTING AGAINST THE DELIVERY PROGRAM & OPERATIONAL PLAN

- 37** Focus on the Community
- 39** Maintain Character & Manage Growth Planning
- 41** Manage & Preserve Our Environment
- 46** Make Getting Around Easier
- 51** Leadership & Governance

## SECTION 4 - STATE OF THE ENVIRONMENT REPORT

- 55** Introduction
- 56** Rehabilitating Damaged Areas
- 57** Protecting Biodiversity & Natural Heritage
- 58** Community Participation
- 59** Protecting Flora, Fauna & Ecological Communities
- 60** Environmental Monitoring & Reporting
- 60** Weed Control & Maintenance
- 61** Bushfire Hazard Reduction Activities
- 62** Protection of our Foreshores
- 63** Protection & Monitoring of our Waterways
- 64** Volunteers
- 64** Replanting in Parklands
- 65** Education Activities
- 66** Protecting Aboriginal Assets



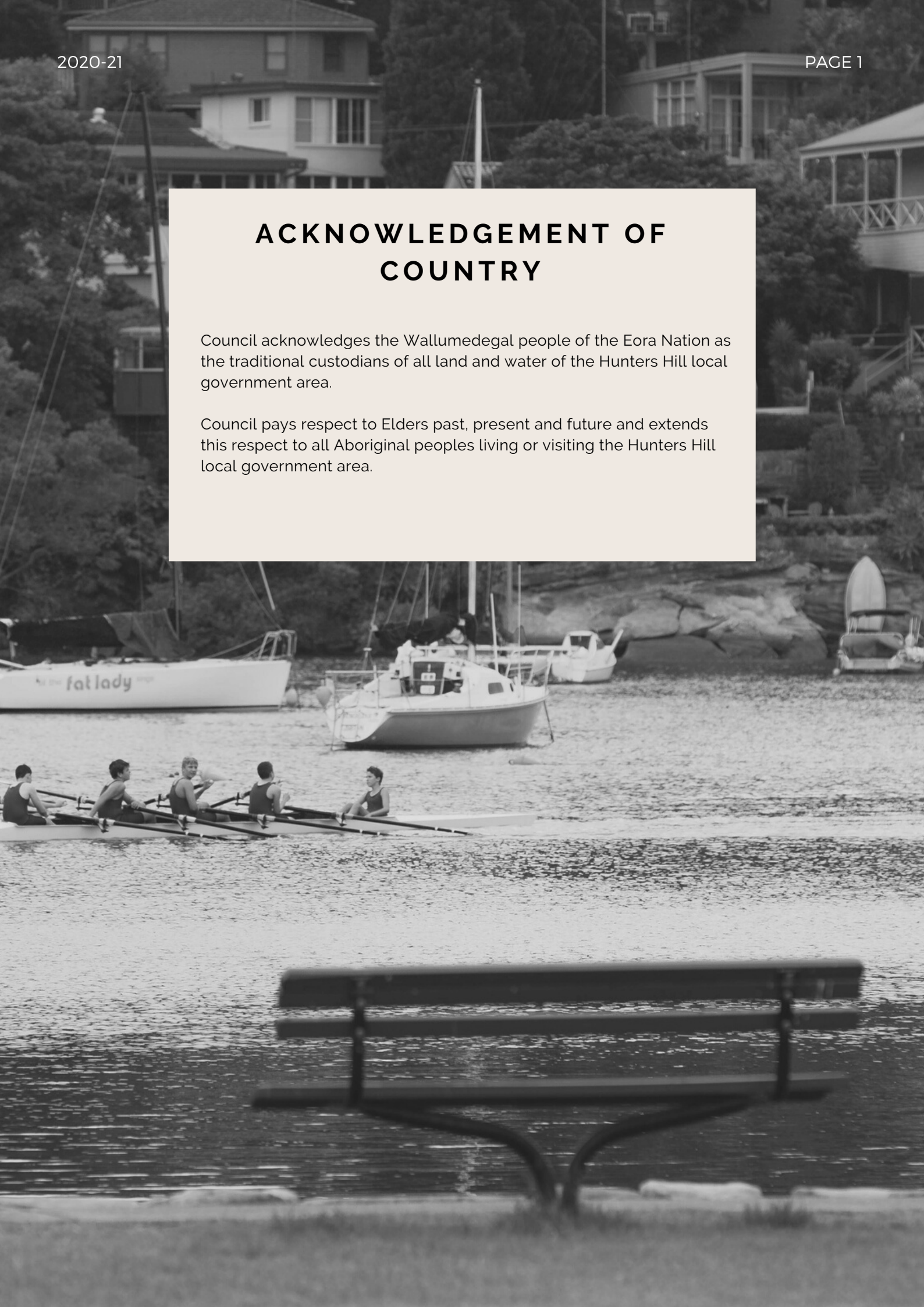
# SECTION 1 - INTRODUCTION TO THE HUNTER'S HILL COUNCIL ANNUAL REPORT



## ACKNOWLEDGEMENT OF COUNTRY

Council acknowledges the Wallumedegal people of the Eora Nation as the traditional custodians of all land and water of the Hunters Hill local government area.

Council pays respect to Elders past, present and future and extends this respect to all Aboriginal peoples living or visiting the Hunters Hill local government area.



# WELCOME

**Welcome to Hunter's Hill Council's Annual Report for 2020-21.**

**This report provides a comprehensive account of Council's achievements during the year.**

**The report also provides an overview of Council's financial position and details performance against commitments as set out in the Community Strategic Plan 2018-2028, Delivery Program and Operational Plan 2020-21.**

**This report also demonstrates the breadth and diversity of services and operations delivered to our community and provides an insight into our financial position and decision-making processes.**

**Council acknowledges the commitment and hard work that staff and volunteers undertake in delivering services to the Hunters Hill community.**

**We also acknowledge the difficulties that COVID has posed to both our staff and local residents. We have never stopped working through these challenging times and will continue to support the range of services that we deliver on a daily basis.**

**The report is prepared in compliance with the Local Government Act 1993.**

**An online version of the Hunter's Hill Council Annual Report can be viewed and downloaded at [huntershill.nsw.gov.au](http://huntershill.nsw.gov.au) or to request a printed copy please contact our Customer Service Team:**

**T 9879 9400**

**E [customerservice@huntershill.nsw.gov.au](mailto:customerservice@huntershill.nsw.gov.au)**

# MESSAGE FROM OUR MAYOR

**This year we acknowledge the challenges we faced, and the many achievements made through the efforts of Councillors, Council staff and many volunteers who have contributed to outcomes for the Hunters Hill community.**

Our Council worked alongside service organisations to support vulnerable members of our community, and we put in place measures to assist local organisations, sporting groups and businesses through COVID.

Retaining the unique heritage and environment of Hunters Hill has been another important part of our work, from planning to reinforce the garden suburb values of Hunters Hill to planting to improve our local tree canopy. Our extensive bushlands and environment are continuing to be nurtured in partnership with our many Bushcare volunteers – they completed more than 1200 hours in the field this year.

*“We are proud to have delivered a significantly increased maintenance and capital works program, covering everything from our footpaths and roads, to buildings, parks and reserves.”*

Our events program has delivered a range of community gatherings, including Carols in the Park and art shows, introduced new offerings such as open-air cinema, and provided online workshops and classes during COVID.

We have intensified our commitment to a sustainable future by building on our acknowledgment of the Climate Emergency to develop a Sustainability Action Plan and forming a Sustainability Advisory Committee.

This year we have continued to create a strong foundation on which to build in to the future.

**Councillor Ross Williams**  
**MAYOR**



# MESSAGE FROM OUR ACTING GENERAL MANAGER

In 2020-21, our Council has delivered and laid the groundwork for some of the largest projects undertaken in many years, while continuing service delivery through COVID-19.

“*We are already seeing the results of our organisational transformation, with innovative digital asset management planning addressing an infrastructure backlog and shared service arrangements providing significant cost savings.*”

Our team has continued to work with our community to provide COVID-safe services throughout lockdowns and online customer service offerings are making it easier to do business with us.

We have delivered sustainability initiatives, including our award-winning circular economy project at The YARN library and community space, and a Return and Earn reverse vending machine at Henley Community Centre.

We are proud to have provided grants to local community organisations and secured major funding from State and Federal governments to deliver new facilities and services to our community at locations such as Riverglade Reserve, Boronia Park and Figtree Park.

We look forward to a sustainable and thriving future.

**Nick Tobin**  
Acting General Manager



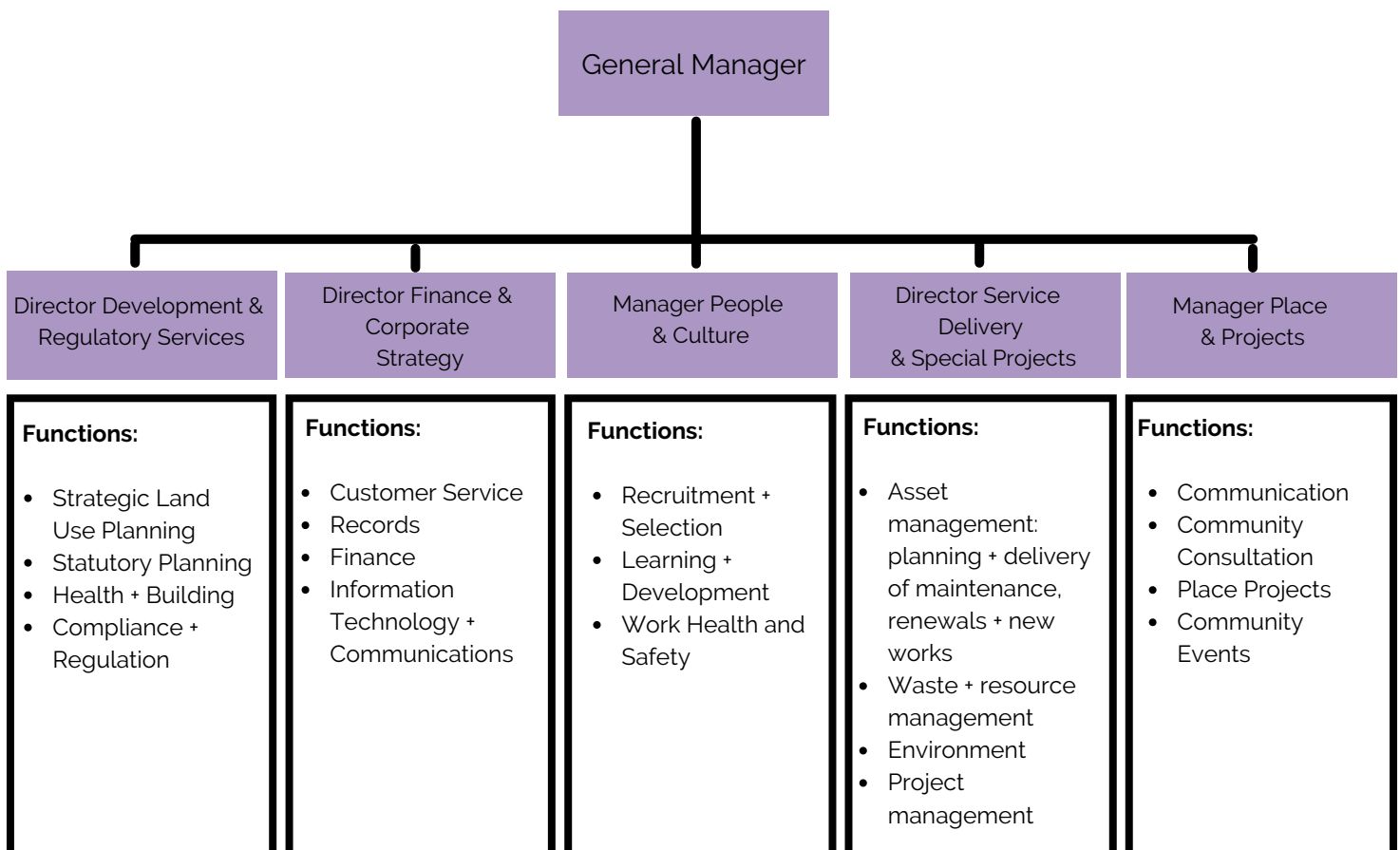


# OUR ORGANISATION

The General Manager of Council leads the implementation of Council's strategic objectives and ensures that Council's decisions are actioned. The General Manager's responsibilities include the effective and efficient operation of Council, employment of Council staff and management of resources.

Our workforce is led by the Leadership Team which consists of the General Manager and a team of three Directors, and two managers who are responsible for the delivery of a range of services across our community.

The Directors (Finance and Corporate Strategy, Development and Regulatory Services and Service Delivery and Special Projects) and Manager (People and Culture and Place and Projects) provide strategic leadership and guidance. They also provide professional workplace leadership by creating and maintaining an environment where staff are valued, challenged and inspired to achieve strategic objectives.



# OUR COUNCILLORS

Hunter's Hill Council has a popularly-elected Mayor and 6 Councillors; 3 from North Ward and 3 from South Ward, who have been elected by local residents and business owners to represent the best interests of the community of Hunters Hill.

The Mayor, Clr Ross Williams, was elected by the Councillors in September 2020 until the next election. This followed the retirement of the popularly-elected Mayor, Clr Mark Bennett.

## North Ward



Clr Ben Collins  
bencollins@huntershill.nsw.gov.au



Clr Elizabeth Krassoi  
elizabethkrassoi@huntershill.nsw.gov.au



MAYOR  
Clr Ross Williams  
rosswilliams@huntershill.nsw.gov.au

## South Ward



Clr Justine McLaughlin  
justinemclaughlin@huntershill.nsw.gov.au



Clr Zac Miles  
zacmiles@huntershill.nsw.gov.au



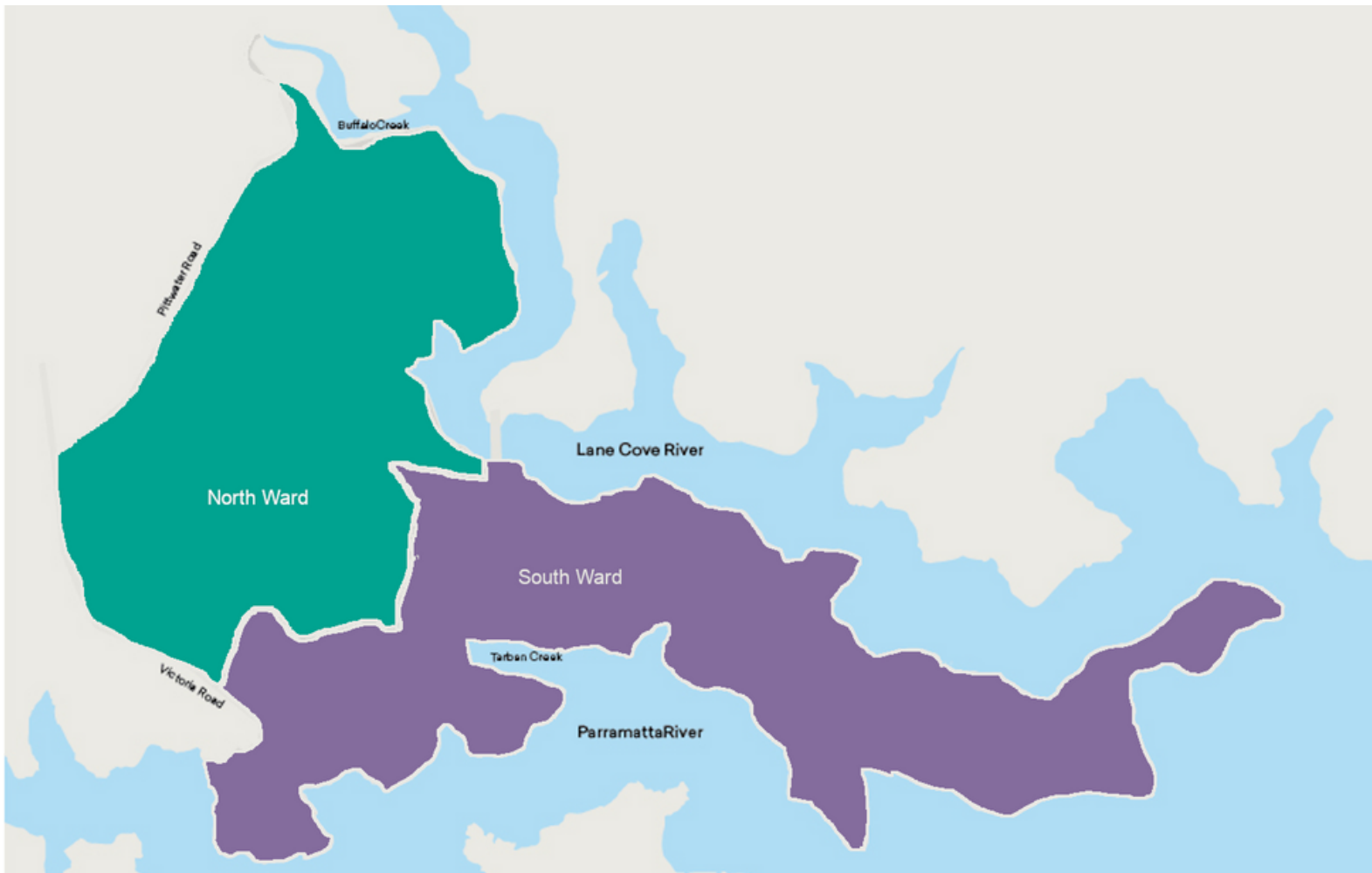
DEPUTY MAYOR  
Clr Jim Sanderson  
jimsanderson@huntershill.nsw.gov.au

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# OUR WARDS

Hunter's Hill Council is divided into two wards (North and South) and is governed by the body of Councillors who are elected by the residents and ratepayers.

Whilst 3 Councillors represent South Ward and 3 Councillors represent North Ward, in addition to a popularly elected Mayor, our Council is governed as one entity, with decisions, services and programs determined for the benefit of all residents of Hunter's Hill Council.



# OUR COMMUNITY

Our residents enjoy many lifestyle assets - from bushland, to Sydney Harbour foreshore and vibrant local villages.

Boasting many heritage-listed homes, sandstone workers cottages and waterfront residences, Hunters Hill is home to a community that has been fostered over generations.

Today, Hunters Hill has a population of 14,980 (ABS est. 2019) and is well known for its schools, accessible location, open spaces and community spirit. The area brings great value and satisfaction to residents and the wider community.



3,453 families



5,246  
houses



14,980  
ABS population  
estimate



26% Born overseas  
3.3% Non-English speaking  
0.6% Aboriginal or Torres  
Straight Islander



63% Full-time employment  
34% Part-time employment  
3% Unemployed



19%  
Aged between 0-14



43.7%  
Earn more than  
\$2,500 per week



2293  
Local business with  
more than 10  
employees



40% Tertiary educated  
58.5% hold qualifications

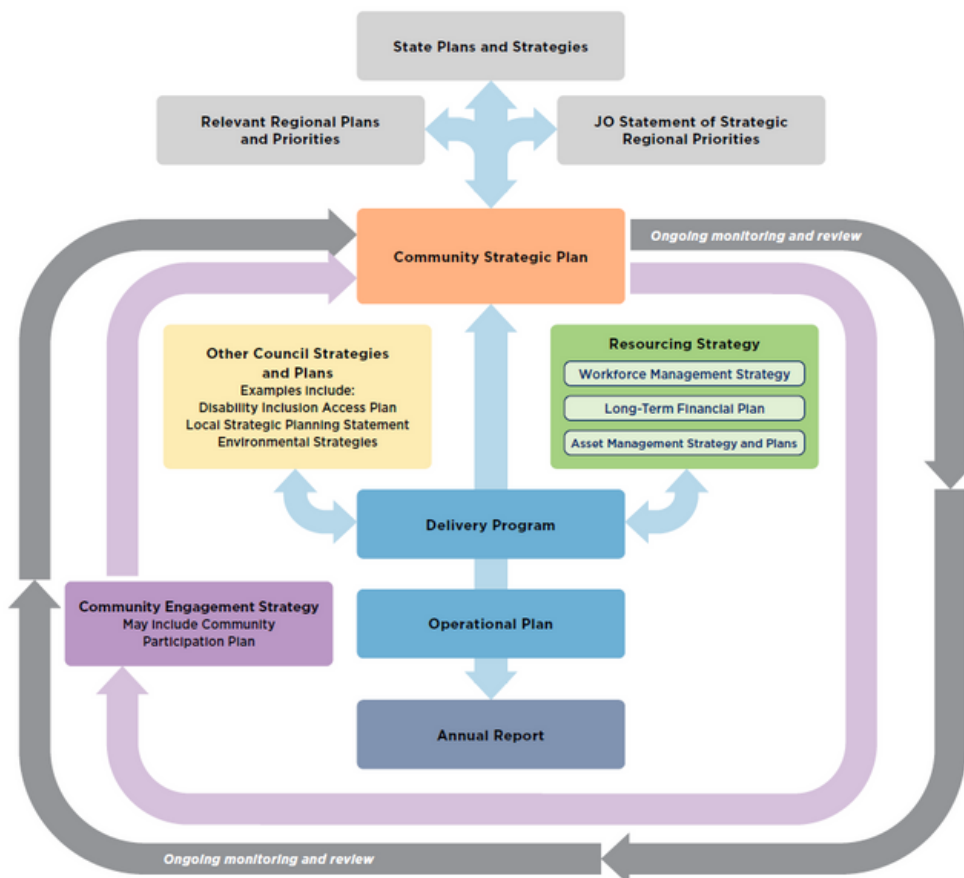
# INTEGRATED PLANNING AND REPORTING

The Integrated Planning and Reporting (IP&R) framework consists of a package of documents including the Annual Report.

All councils in NSW operate within the IP&R framework. This is not only a requirement of the Office of Local Government, but also a requirement as set out under the Local Government Act. This framework include social, economic, environmental and governance considerations.

One of the key inclusions of reporting against the IP&R framework is the completion of an Annual Report by 30 November 2021.

The 2020-21 Hunter's Hill Council Annual Report outlines Council's commitment to ensuring that Council meets its obligations as outlined in the Operational Plan and Budget.





# SECTION 2 - REPORTING AGAINST THE LOCAL GOVERNMENT ACT REQUIREMENTS



# COUNCILLOR ALLOWANCES, EXPENSES & PROFESSIONAL DEVELOPMENT

The NSW Local Government Remuneration Tribunal is responsible for categorising councils and determining the amounts of allowances to be paid to councillors and mayors in each category. There is usually a rise in the recommended allowance amount each year. However, at the 11 May 2020 Ordinary Meeting of Council it was resolved that the 2020-2021 Operational Plan and Budget (including Long-Term Financial Plan) be amended so that:

- Mayoral and Member fee allowance increases are frozen for five (5) years going forward.
- Delegate expenses are reduced to \$1,000 per Councillor per year.
- Savings are reallocated to asset renewal.

This means that the allowance for Councillors is set at \$20,280 per year and the allowance for the Mayor is set at \$68,341 per year. As Councillor Bennett held the position of Mayor for only part of the year, his allowance totalled \$12,185.24 and the current Mayor, Councillor Williams' allowance totalled \$56,155.51 for the remainder of the year.

Councillor and Mayoral expenses (including food and beverages for Council Meetings, Northern Sydney Regional Organisation of Councils Annual General Meeting and Councillor Briefings) totalled \$7,723.07.

Our Councillors undertake regular and ongoing professional development, which for 2020-21 totalled \$16,424.22 and is outlined below:

## **Councillor Jim Sanderson**

Professional Development and Council Strategic Workshop  
Sub Total \$1,259.89

## **Councillor Ben Collins**

Professional Development and Council Strategic Workshop  
Sub Total \$1,199.89

## **Councillor Zac Miles**

Professional Development and Council Strategic Workshop  
Sub Total \$ \$1,199.89

## **Mayor Ross Williams**

Professional Development and Council Strategic Workshop  
Sub Total \$1,368.98

## **Councillor Elizabeth Krasso**

Professional Development and Council Strategic Workshop  
Sub Total \$2,290.80

## **Councillor Justine O'Laughlin**

Professional Development and Council Strategic Workshop  
Sub Total \$1,381.71

# OVERSEAS VISITS

Our Mayor and Councillors did not take any overseas trips during 2020-21.

# SENIOR STAFF POSITIONS

Under the provisions of the Local Government Act there is only one senior staff position at Hunter's Hill Council - the General Manager. Council's 3 Directors are permanent employees and are therefore not on contracted positions.



# WRITTEN OFF RATES & CHARGES

The following rates and charges were written off in 2020-21:

	2020-21
Rate postponements written off	\$1,561
Interest waived	\$482
Pensioner rebates	\$77,125

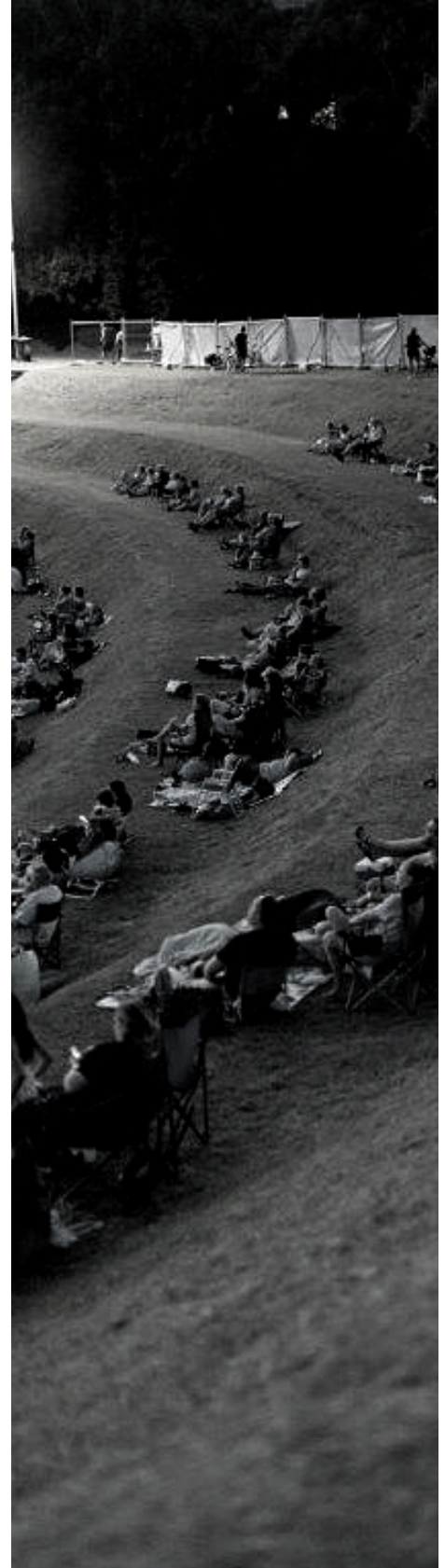


# GENERAL MANAGER REMUNERATION

Council's previous General Manager (up until 6 June 2021) received a total remuneration package consisting of:

- \$310,390.50 (total value of the salary component of the package)
- \$59,368.56 (employer's contribution or salary sacrifice to any superannuation scheme)
- \$13,018.39 (total value of any non-cash benefits which includes the motor vehicle package)
- \$5,918.35 (Fringe Benefits Tax payable)

Council's Acting General Manager received a gross salary of \$10,945.20 and a net salary of \$6,927.20 in the period 7 - 30 June 2021.



# OUR FINANCES

Council manages finances on behalf of our community and is committed to responsible financial management.

During 2020-21, Council managed income of \$18.4 million of which 67% (\$12.65 million) was collected from rates and domestic waste charges. Operating expenditure of \$18.8 million was used to provide Council services, resulting in a net operating deficit of \$390,000 for the year. When capital grants and contributions are deducted from income the result is a \$2.2 million deficit.

For comparison, results for the last four years are:

Year	Operating surplus/(deficit) (\$'000)	Operating surplus/(deficit) before capital income (\$'000)
2017-18	(9)	(578)
2018-19	986	(495)
2019-20	1,296	531
2020-21	(390)	(2,219)



Council's operating result (which included the effect of depreciation and amortisation expense of \$3.9 million) was \$1.7 million lower than FY2019–20. Material variations from the previous financial year included:

- \$0.3 million increase in rates and annual charges as approved in the Special Rate Variation;
- \$0.6 million decrease in user charges and fees (primarily in utility restorations fees);
- \$1.3 million increase in government grants received during the year;
- \$0.3 million increase in materials and contracts costs as Council has initiated several new projects in 2020-21;
- \$1.5 million increase in depreciation and amortisation expense.

Following the revaluation of Council's assets in FY2019-20, the annual depreciation expense was increased. Depreciation is a non-cash expense item which measures the wear and tear of all our civic infrastructure. Where councils are able to adequately cover their depreciation expenses, this enables the forward funding of future capital programs where either new assets are built, or existing infrastructure is renewed, through either replacement or asset upgrades.

The net operating result before capital grants and contributions (a loss of \$2.2 million) was \$2.7 million lower than FY2019-20. In addition to the reasons outlined above, Council received increased capital grant funding from both NSW and Federal Governments' COVID-19 economic stimulus packages.

# OUR FINANCES

The value of Council's capital program expanded this year with \$5.7 million spent on building new assets, or improving the condition of existing assets such as roads and footpaths. This is compared with expenditure of \$3.4 million in 2019-20.

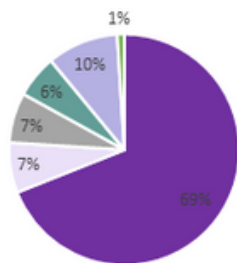
The end-of-year cash balance decreased by \$0.6million to \$22 million, with \$10.4 million of this untied to any specific purpose. This decrease, in the overall cash balance, is primarily due to the expanded expenditure in the capital program.

## Income

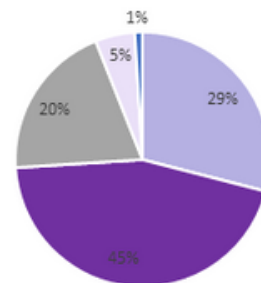
Income source	Amount (\$'000)	% of total income
Rates and annual charges	12,654	69%
User charges and fees and other	1,396	7%
Other revenues	1,292	7%
Operating grants and contributions	1,072	6%
Capital grants and contributions	1,829	10%
Investment revenue	173	1%
<b>TOTAL</b>	<b>18,416</b>	<b>100%</b>

## Expenditure

Expenditure type	Amount (\$'000)	% of total income
Employee costs	5,518	29%
Materials and services	8,371	45%
Depreciation	3,870	20%
Other expenses	890	5%
Net losses from disposal of assets	157	1%
<b>TOTAL</b>	<b>18,806</b>	<b>100%</b>



- Rates and annual charges
- Other revenues
- Capital grants and contributions
- User charges and fees and other
- Operating grants and contributions
- Investment revenue



- Employee costs
- Depreciation
- Net losses from disposal of assets
- Materials and Services
- Other expenses

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# FINANCIAL PERFORMANCE MEASURES

Council uses several measures to track its financial and asset management performance.

Council met five of its six financial measure benchmarks, demonstrating very good cash liquidity, no debt and an acceptable level of unpaid rates and annual charges at the end of the year.

However, it did not meet the Office of Local Government benchmark (of greater than zero percent) for the 'operating performance ratio'. This ratio measures how well operating expenditure is contained within operating revenue earned (excluding capital grants and contributions, fair value adjustments, and reversal of revaluation decrements). This financial year, the ratio was not met primarily due to increased asset depreciation costs, a \$0.6 million decrease in restoration charges collected from utilities, and as a result of the one-off \$1million licence fee earned in the previous financial year.

During 2020-21, Council initiated reforms to help bring future years' results into surplus, without compromising service delivery. These changes continue and include a focus on the capacity for Council-owned property to produce ongoing increased revenue, resource sharing with other councils and technology improvements to increase efficiency and improve customer experience.

Over the past three years, infrastructure asset performance measures have continued to improve with only one benchmark not being met.

The building and infrastructure renewal ratio, which measures the level of asset renewal as against building depreciation costs, exceeded the benchmark due to the major upgrade undertaken of the Council Administration Centre. The target benchmark ratio for asset maintenance has been met, with actual asset maintenance exceeding the required asset maintenance expenditure as defined in Council's 10 Year Asset Management Plan.

Conversely, whilst Council still has an infrastructure backlog, the 10-year Long-Term Financial Plan has been updated to include scenario analysis and financial strategies to address future operating deficits and infrastructure backlogs.



# FINANCIAL PERFORMANCE MEASURES

Council uses several measures to track its financial and asset management performance:

Income source	2020-21	2019-20	2018-19	Benchmark
Operating Performance	-12.53%	3.42%	-4.24%	>0.00%
Own Source Operating Revenue	84.23%	91.27%	85.22%	>60.00%
Unrestricted Current	3.54x	5.06x	8.08X	>1.50X
Debt Service Cover	0	0	0	>2.00X
Rates, annual charges, interest and extra charges outstanding percentage	4.71%	3.95%	2.97%	<5.00%
Cash Expense Cover	16.63mths	17.21mths	18.85mths	>3.00mths
Building and Infrastructure Renewals	147.26%	56.85%	26.38%	>=100%
Infrastructure backlog	7.90%	7.63%	8.23%	<2.00%
Asset Maintenance	121.17%	112.53%	37.26%	>100.00%
Cost to bring assets to agreed service level	3.25%	3.25%	22.50%	N/A



# SERVICE RESULTS

The following table compares the actual income and operational expenditure to that of last financial year. It is summarised by the strategies and functions included in Council's Community Strategic Plan and Delivery Program.

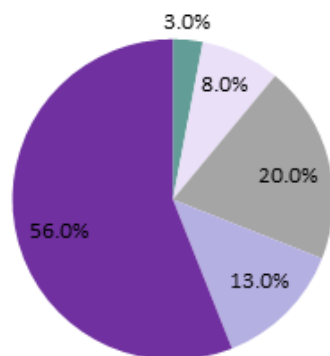
## Operational income

Functions & Activities	Actual 2020-21 (\$'000)	Actual 2019-20 (\$'000)
Maintain Character & Manage Growth Planning	635	476
Focus on the Community	1,490	1,018
Manage and Preserve Our Environment	3,577	3,226
Make Getting Around Easier	2,353	3,349
Leadership & Governance	10,361	10,327
<b>TOTAL</b>	<b>18,416</b>	<b>18,396</b>

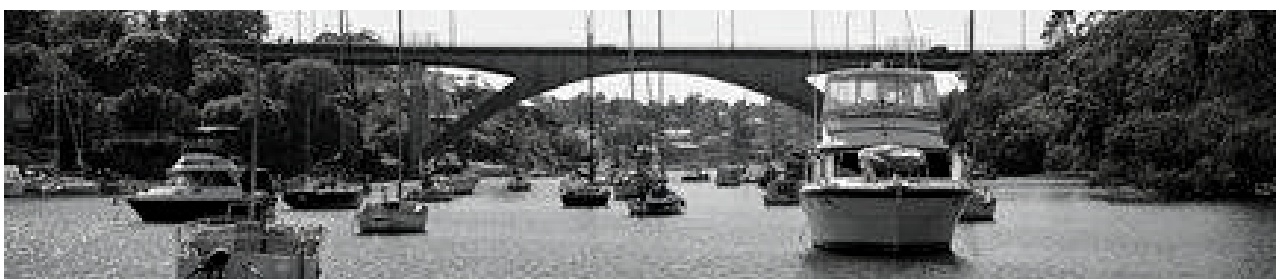
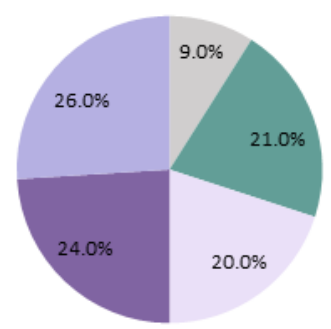
## Operational expenditure

Functions & Activities	Actual 2020-21 (\$'000)	Actual 2019-20 (\$'000)
Maintain Character & Manage Growth Planning	1,708	1,296
Focus on the Community	3,893	3,496
Manage and Preserve Our Environment	3,754	3,748
Make Getting Around Easier	4,526	4,081
Leadership & Governance	4,925	4,479
<b>TOTAL</b>	<b>18,806</b>	<b>17,100</b>

- Maintain Character and Manage Growth Planning
- Focus on the Community
- Manage and Preserve Our Environment
- Make Getting Around Easier
- Leadership and Governance



- Maintain Character and Manage Growth Planning
- Focus on the Community
- Manage and Preserve Our Environment
- Make Getting Around Easier
- Leadership and Governance



# CAPITAL WORKS

Capital expenditure in 2020-21 totalled \$5.7 million, of which \$4,865,000 was for renewals of existing assets and the balance for additional new assets.

Further details of capital works expenditure can be found in Section 14.10 – Special Levies and under Appendix A.

Asset type	2020-21 expenditure (\$'000)
Work in progress	793
Plant and equipment	396
Office equipment	651
Furniture & fittings	185
Buildings	1,250
Other structures	11
Roads	877
Footpaths	1,179
Kerbs & gutters	0
Other road assets	252
Stormwater drainage	64
<b>TOTAL</b>	<b>5,658</b>



# SPECIAL LEVIES

A rates special variation allows councils to increase their general income above the State Government set rate peg. The rate peg limits the amount by which councils can increase their general income. There are a range of reasons why councils apply for special rate variations, such as, to address financial sustainability, fund new or enhance community services, and fund the development and/or maintenance of essential community infrastructure. Council has the following special levies:

## Community Facilities Special Levy

	Actual expenditure 2020-21	
Previous Community Facilities	Henley Fire Services Upgrade	283,550
	Town Hall	112,194
	Other Structure	4,805
	Reserves Signage	1,812
New Community Facilities	44 Gladesville Rd	3,864
	Weil Park Hall	6,472
	Henley Cottage	1,650
	Henley Cottage Garage and Shed	2,700
	Croquet Club. kitchen fit out	1,570
	Henley Community Centre	72,796
	The Priory	2,473
	Other Structure	-
	Boronia Park Fitness Equipment	41,068
	Valentia St Reserve Playground Upgrade	1,189

## Environmental Special Levy

	Actual expenditure 2020-21	
Stormwater drainage	Outlet Enhancements New	17,227
	Venus St -Pipe _1002	3,811
	Earl St - Pipe_1135B	4,805
	Everard St- Pipe_1157	11,204
	Meyers Av - Pipe_1183	6,218
	Ambrose St - Pipe_1343	3,204
	Ellesmere Av - Pipe_1384	4,253
	Martin St- Pipe_1563	6,286
	High St - Pipe_1680	1,304
	Foss St - Pipe_1847	3,376
	Everard St - Pipe_1158	7,904
Parks & Reserves	Martin St - Pipe_1565	9,647
	Enhance Strands of Bushland	32,419
	Natural Assets Maintenance	54,786
	Boronia Park No 2	4,750
Woolwich Baths replace piles & decking	11,055	



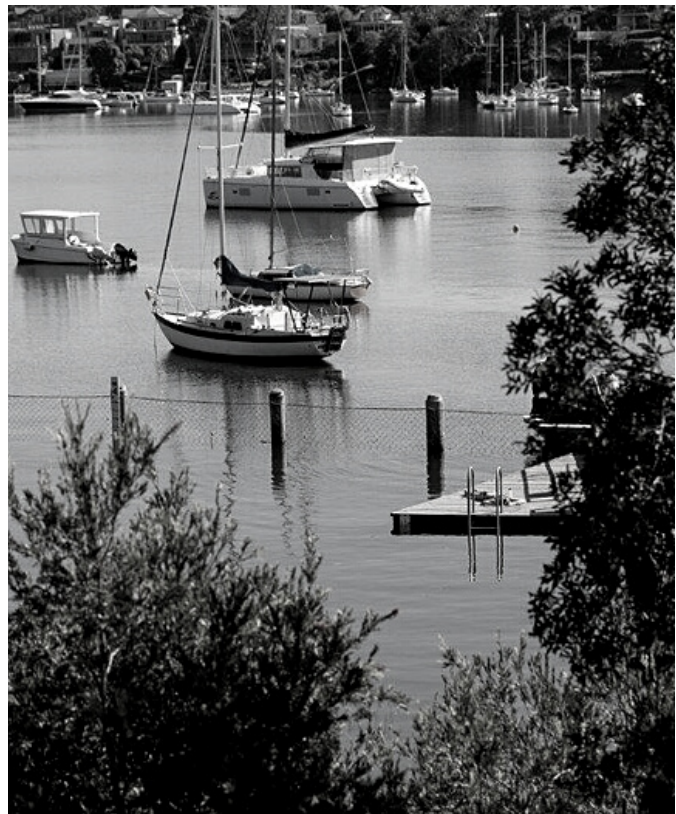
# SPECIAL LEVIES CONTINUED...

## Other Infrastructure Special Levy

	Actual expenditure 2020-21	
Footpaths	Mark Street; from Ryde Road to Mary Street	45,360
	Mary Street; from Loop section (South) to Loop section (North)	5,72
	D'Aram Street; from North Parade to Madeline Street	10,080
	Mary Street; from Gladesville Road to John Street	13,523
	Park Road; from Ryde Road to Princes Street	1,229
	Ferry Street; from Foss Street to Toocooya Road	19,000
	Alexandra Street; from Kokera Street to End of Road	6,900
	Joubert Street; from Martin Street to End of Road	1,496
Traffic Facilities	Boronia Park Precinct	5,254
	Woolwich Precinct	17,100
	Gladesville Precinct	8,463
	Mary Street - pedestrian crossing	64,677
Other Structure	De Milhau Reserve	50,256

## Road Infrastructure Special Levy

	Actual expenditure 2020-21
Gaza Ave , High St - Barons Cre	224,102
Alexandra Street - Ady Street to Ellesmere Ave	17,828

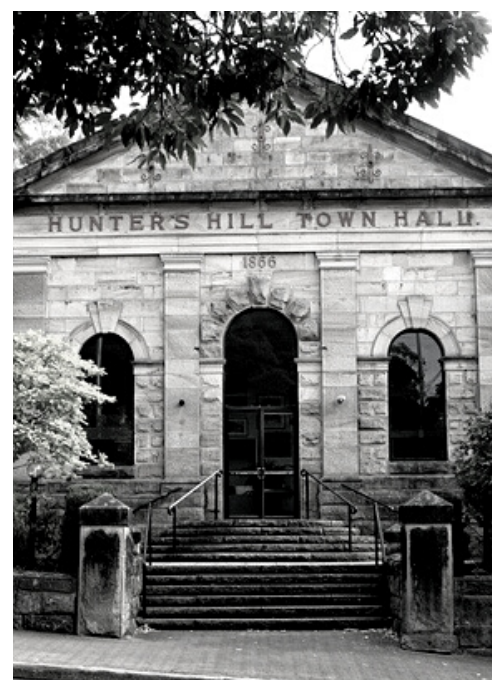


# LEGAL PROCEEDINGS

## Amounts incurred by Council in relation to legal proceedings.

Council's net legal expenditure for 2020-21 was \$357,351.77. This is down from the 2019-20 figure of \$385,802. and even further reduced from the legal expenditure for 2018-19 of \$725,000.

Case Name	Matter	Status outcome	\$ by case
VPA 105 Pittwater Rd	Legal costs	Legal costs	\$20,300.10
27 Nelson Parade	Appeal Class 1 Application Deemed refusal	Pending	\$ 138,782.32
66 The Point Rd	Appeal Class 1 Application Deemed refusal	Consent orders issued Appeal Upheld - Agreement between parties	\$ 7,960.20
105 Pittwater Rd	Legal advice	Legal advice	\$ 1,181.00
1-3 Ryde Rd	Legal advice	Legal advice	\$ 186.00
2 Passey Ave	Appeal Class 1 Application Deemed refusal	Appeal dismissed	\$ 3,306.00
223-227 Victoria Rd	Appeal Class 1 Application Deemed refusal	Consent orders issued - Agreement between parties	\$ 7,000.00
49 Gladesville Rd	Legal advice	Legal advice	\$ 984.00
64/64a High St	Legal advice	Legal advice	\$ 2,779.00
14 Blaxland St	Appeal Class 1 Application Deemed refusal	Consent orders issued - Appeal upheld - Agreement between parties	\$ 93.00
39 Alexandra St	Appeal Class 1 Application Deemed refusal	Appeal discontinued	\$ 3,410.00
14 Ellesmere Ave	Appeal Class 1 Application Deemed refusal	Consent orders issued - Agreement between parties	\$ 41,511.38
47 Auburn St	Appeal Class 1 Application Deemed refusal	Consent orders issued - Appeal upheld - Agreement between parties	\$ 27,164.80
5 Huntleys Point Rd	Appeal Class 1 Application Deemed refusal	Consent orders issued - Appeal upheld - Agreement between parties	\$ 34,530.26
28 Mary St	Appeal Class 1 Application Deemed refusal	Consent orders issued - Appeal upheld - Agreement between parties	\$ 6,864.00
22 Vernon St	Appeal Class 1 Application Deemed refusal	Consent orders issued - Appeal upheld - Agreement between parties	\$ 1,000.00
2 Massey St	Appeal Class 1 Application Deemed refusal	Consent orders issued - Appeal upheld - Agreement between parties	\$ 34,289.41
26 Barons Crescent	Appeal Class 1 Application Deemed Refusal	Appeal discontinued	\$ 11,705.00
15 Bonnefin Rd	Appeal Class 1 Application Deemed Refusal	Consent orders issued - Appeal upheld - Agreement between parties	\$ 14,305.30
		TOTAL	\$ 357,351.77



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# GOVERNMENT INFORMATION PUBLIC ACCESS (GIPA)

Responding to requests made under the Government Information (Public Access) Act 2009 (GIPA Act), is an essential component of transparent and accountable governance. Under the GIPA Act, we encourage the proactive public release of government information where possible. The public have an enforceable right to access government information by way of open access information, informal requests, and formal access applications. Access to information is only restricted when there is an overriding public interest consideration against disclosure, as clearly defined within the GIPA Act. Council must decide valid formal access applications made under GIPA Act within the decision period of 20 working days from receipt, except where an extension of time is provided by the GIPA Act.

Council received 17 formal access applications and no public interest disclosures for the financial year ending 30 June 2021.



## CODE OF CONDUCT

Section 440 of the Local Government Act 1993 requires every council to adopt a Code of Conduct. Councillors and staff are bound by this Code of Conduct, which sets a high standard for ethical behaviour and decision-making. The code defines roles and responsibilities and outlines the steps to be followed when making and investigating allegations of breaches of the code.

All Councillors and Council staff participated in Code of Conduct training.

During 2020-21 there were no Code of Conduct complaints received.

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# PLANNING AGREEMENTS

There were no planning agreements in place during 2020-21.

# CONTRACTS AWARDED

In 2020-21 Council awarded three (3) contracts over \$150,000:

- Nature Play Solutions for the construction of an inclusive play space at Riverglade Reserve.
- Schedule of Rates Contract for Cleaning Council facilities.
- Architectural concepts and designs for Boronia Park Sports and Community Facility.

# PRIVATE WORKS

There were no private works carried out in 2020-21 and therefore no resolutions made under the Local Government Act regulations.

# JOINT VENTURES

In 2020-21 Council did not hold a controlling interest in any company, joint venture or partnership. A listing and description of significant agreements, cooperatives and partnerships are as follows:

- Civic Risk Mutual Insurance Pool
- Joint Use Agreement with Lane Cove Council for provision of library services and Depot
- Local Government NSW
- Shared Services for Internal Audit
- Shared Service with Lane Cove Council: Waste Officer, Road Safety officers and Rates Officer



# EXTERNAL BODIES, COMPANIES AND PARTNERSHIPS

## Sunset Committees

From time-to-time Council also establishes sunset committees, which are similar to advisory committees, but are formed for a defined period of time for a specific project. In 2020-21 Council had one sunset committee in operation, being the Floodplain Risk Management Advisory Committee.

Council has not delegated under S355 any functions. There are two types of Section 355 Committees. Firstly, a S355 Committee may manage community facilities on behalf of the Council. They aim to maximise the use of the facilities and are responsible for day-to-day management, including the organisation of maintenance and minor repairs. Secondly, there are S355 committees that have also been established to advise Council on the community needs in specific areas, such as future enhancement or upgrade of facilities. Council does, however, have a range of Advisory Committees. These are set out below.

## ADVISORY COMMITTEES

These Committees generally meet quarterly to share ideas, gather feedback and provide advice to Council on broad areas of interest:

- Access Inclusion and Seniors Advisory Group
- Art Advisory Committee
- Audit and Risk Improvement Committee
- Bushland Management Advisory Committee
- Children's Services Committee
- Conservation Advisory Panel
- Events Committee
- Gladesville Main Street Committee
- Hunters Hill Main Street Committee
- Property Advisory Committee
- School Principals Liaison Group
- Inclusive Playground Project Panel

## EXTERNAL COMMITTEES

External Committees include the groups listed below that comprise industry and partnership leaders:

- Local Traffic Committee
- Le Vésinet Friendship Committee
- Local Planning Panel
- Northern Sydney Regional Organisation of Councils (NSROC)
- Parramatta River Catchment Group
- Regional Planning Panel
- Sydney Harbour Foreshore Authority (SHFA)

# STATE AND FEDERAL GOVERNMENT GRANTS

Council advocates for funding from Australian and NSW governments to assist Council to build infrastructure and provide services for our community. During 2020-21, Council was successful in receiving more than \$2.3 million in grant funds.

Grants received during the year include:

Project Title	Funding Body/Program	Funding
Playground Grants for Riverglade Reserve	Office of Open Space and Parklands (Everyone Can Play grant). Department of Planning & Environment	\$160,000
Festival of Place Summer - Magic on Massey St	Department of Planning, Industry and Environment	\$10,000
Australia Day Council fund	National Australia Day Council	\$20,000
DPIE - Coastal Estuary - Tarban Creek	Department of Planning, Industry & Environment	\$8,000
Habitat Restoration along the lower Parramatta River Estuary - Stage 2	Department of Planning, Industry and Environment Coastal Estuary Program Implementation Stream	\$15,062
Crown Reserves Improvement - Boronia Park 2020-21	Department of Planning, Industry and Environment - Crown Lands	\$ 22,000
Crown Reserves Improvement - Riverglade Reserve 2020-21	Department of Planning, Industry and Environment - Crown Lands	\$22,000
Playground Grants for Riverglade Reserve	Office of Open Space and Parklands (Everyone Can Play grant). Department of Planning & Environment	\$160,000
LLS - Restoring fragmented habitats Lane Cove River	Local Land Services	\$20,000
Land care - Bushland	Land Care Australia	\$10,400
Local Council Transition Fund (LCT Fund)	NSW Environment Protection Authority (EPA)	\$160,000
Local Roads Community Infrastructure Program - Phase 1	Minister for Infrastructure, Transport and Regional Development - Hon Michael McCormack MP	\$92,935
Local Roads Community Infrastructure Program - Phase 2	Minister for Infrastructure, Transport and Regional Development - Hon Michael McCormack MP	\$455,733
Public Spaces Legacy Program for Figtree Park	Department of Planning, Industry and Environment	\$712,500
Gladesville Reserve - Sports Upgrade	Office of Sport	\$200,000



# COMMUNITY GRANTS

Council contributes funds to a wide range of organisations and community groups under section 356 of the Local Government Act 1993. Grants and donations totalling \$27,712 were distributed to the following groups:

## Community Grants

\$450	The Happy Hens Social Enterprise Inc
\$1082	Hunters Hill Bridge Club
\$1000	Gladesville Occasional Child Care Centre Inc
\$1419	1st Hunters Hill Scout Group
\$1500	Stryder
\$1500	Anglican Parish of Hunters Hill
\$1500	2RRR (Ryde Regional Radio)
\$861	1st Boronia Scout Group
\$1500	Boronia Park Public School P&C
\$1500	Hunters Hill State Emergency Service
\$1400	Hunters Hill Historical Society
\$1500	Ryde Eastwood Touch Football
<b>\$15,212</b>	

## Business Grants

\$2,500	Dachshund Coffee Pty Ltd
\$2,500	All Marine Pty Ltd t/a Wishbone Sydney
\$2,500	La La Lynnne Boutique
\$2,500	Skinsational
\$2,500	Karl Azzi Hairdresser
<b>\$12,500</b>	

On the 17 November 2020, Council hosted a Grant Writing Workshop at The YARN which was attended by 22 people. Many of these organisations submitted applications.

The grant application was simplified. Applications were accepted online, with assistance via phone or in person.



# EQUAL EMPLOYMENT OPPORTUNITY

The purpose of Hunter's Hill Council's EEO Management Plan is to eliminate discrimination in the workplace and provide actions to ensure equality in the workplace.

Council implements an annual Action Plan which contains activities linked to the EEO Management Plan.

The goals of EEO are to:

- Ensure that prospective employees are treated equitably when applying for positions within Council.
- Facilitate the fair and equitable treatment of employees by promoting a workplace free of discrimination.
- Promote and encourage good working relationships and provide a workplace free of harassment.

Treating people fairly and equitably, and recognising that each person can contribute something valuable to Council, will assist employees in realising their full potential whilst also enhancing Council's effectiveness, efficiency and service to the community.

The Anti-Discrimination Act (1977) provides that it is illegal to discriminate on a number of grounds as outlined in Council's EEO policy. Every employee of Hunter's Hill Council has a responsibility to ensure compliance with this legislation.



## KEY AREA 1: EFFECTIVE CONSULTATION

Objective:

Employees are represented in the development of the EEO Management Plan 2021-2024

Actions completed:

- Presented the draft EEO Management Plan 2021-2024 to the Senior Leadership Team and Consultative Committee for review and feedback.
- Members of the Consultative Committee discussed the contents of the EEO Management Plan 2021-2024 with their constituents and reported feedback and comments to the Consultative Committee.
- Presented the final version of the EEO Management Plan 2021-2024 to the Senior Leadership Team for final comments and sign off.



# EEO CONTINUED...

## KEY AREA 2: EFFECTIVE CONSULTATION

Objective:

Employees are aware of EEO principles.

Actions completed:

- Conducted EEO Awareness training for all new employees, which is part of the Hunter's Hill Council Induction program.
- Arranged training for managers and supervisory staff on EEO principles and their responsibilities relating to the appropriate legislation.
- Conducted training for all non-supervisory staff on EEO principles and their responsibilities relating to the appropriate legislation.
- Communicated EEO information to all new full-time and part-time employees as part of Council's induction program.
- Promoted EEO, anti-discrimination and anti-harassment via the staff newsletter
- Promote prohibition of online harassment (i.e. use of email) as detailed in Council's Web Access and Email Policy.

## KEY AREA 3: DATA COLLECTION

Objective:

EEO statistical data is collected and reported on.

Actions completed:

- Data on EEO breakdowns collated for inclusion in Council's Workforce Management Plan.
- Data was collected on EEO principles in staff engagement survey.
- A focus group was facilitated for staff feedback.

# EEO CONTINUED...

## KEY AREA 4: RECRUITMENT & SELECTION

### Objective:

Ensure that Council's Recruitment and Selection Policy and Human Resources Manual outline procedures that conform with EEO principles.

### Actions completed:

- All advertisements for vacant positions accurately reflected the role and use of non-discriminatory language.
- Recruitment panel members were trained in behavioural interviewing training that incorporates EEO awareness.
- Ensured interviews for management and supervisory positions included questions related to EEO responsibilities.

## KEY AREA 5: APPOINTMENT, PROMOTIONS & TRANSFER PROCESSES

### Objective:

Ensure that all appointments, promotions and transfers are based on merit and/or position-related criteria and ensure all employees who are injured at work and unable to return to their pre-injury duties are assessed for suitable duties in accordance with their abilities.

### Actions completed:

- All advertisements for vacant positions accurately reflected the role and use of non-discriminatory language.
- Ensured all appointment decisions were justified and documented on merit-based grounds.
- Monitored appointments, promotions and transfers to ensure they did not breach EEO principles.
- Ensured that if and when opportunities to act in higher grade positions were available that they were assigned.
- Checked that offers of suitable duties were based on the injured worker's abilities.



## EEO CONTINUED...

### KEY AREA 6: CONDITIONS OF SERVICE

Objective:

Ensure that conditions of service comply with EEO principles.

Actions completed:

- Reviewed Council's Work and Family policy to ensure alignment to EEO principles.
- Human Resources policies and procedures were developed and reviewed to ensure compliance with EEO principles.

### KEY AREA 7: RECRUITMENT & SELECTION

Objective:

Review learning and development policies and practices to ensure they conform with EEO principles and provide all employees with learning and development opportunities.

Actions completed:

- Individual learning needs were identified in annual performance appraisals.
- Individual learning and development plans were developed to assist employees into their roles.
- Arranged training according to the needs of Council as specified in Council and individual Development Plans.
- Examined in-house and external training courses and materials to ensure they were not discriminatory and consistent with EEO principles.
- Arranged training according to the needs of Council as specified in Council and individual Development Plans.
- Supported the professional development of employees when applying for Study Assistance by considering all applications on merit.

## WORKING WITH JIGSAW

**As a social business, Jigsaw not only delivers commercial benefits but also social benefits through training and employment of people with disability.**

**As part of our personnel files scanning project, Hunter's Hill Council has helped create the following social impact:**

- 192 hours of employment
- \$7,000 invested into disability employment\*

\*Disability Employment Services (DES) and School Leaver Employment Supports (SLES) service providers.



# EEO CONTINUED...

## KEY AREA 9: EEO TARGET GROUPS

### Objectives:

- To provide opportunities for those who are members of certain EEO target groups (eg. women, Non-English Speaking Background (NESB) Aboriginal & Torres Strait Islander (ATSI), people with a disability) to improve their skills to make them more marketable for employment.
- To provide options for mature aged workers.
- To convert positions – where appropriate – into traineeships or apprenticeships.
- To convert positions – where appropriate – into positions suitable for people with a disability.
- To convert positions – where appropriate – into part-time positions – suitable for people with a disability, or women.
- To provide flexible options for mature aged workers
- To improve understanding of the needs and capabilities of people with a disability.
- To improve understanding of the needs and capabilities of people from a NESB and those who identify as ATSI.

### Actions completed:

- Identified appropriate positions for active recruitment - employment, traineeships and work experience.
- Ascertained whether positions, as they became vacant, were suitable for redesign for a person with disability.
- Ascertained whether positions, as they became available, were suitable for redesign for part-time employment.
- Offered training to Managers and staff to help new or existing staff who may have had physical, mental health or behavioural issues.



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# COMPANION ANIMALS

Detailed statement, prepared in accordance with such guidelines as may be issued by the Director-General from time to time, of the Council's activities during the year in relation to enforcing, and ensuring compliance with, the provisions of the Companion Animals Act 1988 (CA Act) and the Companion Animal Regulation 2018, including:

- Nil lodgement of dogs to the pound or Council seizures of cats and dogs.
- 2 lodgements of data about dog attacks with Office of Local Government (OLG).

Off leash areas in Hunters Hill:

- Boronia Park Oval 3
- Clarke's Point Reserve (all day Monday – Friday and until 9:30am Saturday and Sunday)
- Gladesville Reserve – Lower In sign posted area (all day Monday – Friday and until 9:30am Saturday and Sunday)
- Tarban Creek Reserve – East Side Gladesville Road to Manning Road (unrestricted)
- Riverglade Reserve - East of the concrete spillway, which runs between the two sediment ponds in the centre of the Reserve to the eastern end of the Reserve i.e. at the pathway leading to Waruda Place (unrestricted)



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# DISABILITY INCLUSION ACTION PLAN

Hunter's Hill Council has made significant achievements against the actions in the DIAP, with most actions completed or under way. We have addressed many challenges through disability awareness training, revision of public forms and documents, broadcasting Council meetings and improvements to customer service.

Council has adopted a deliberate strategy to promote positive messaging about inclusion, demonstrated in the "inclusion" branding of events and public places. While we can report on the completion of many of the DIAP actions, the test of the effectiveness of the DIAP will be the level of satisfaction of people with disability with Council's services and facilities.

The DIAP's overall effectiveness will be evidenced by increased contact and improved communication with residents with disability, and through improved accessibility of facilities, services and employment.

Over the next two years, our DIAP actions will be completed. This report provides an opportunity to review the DIAP actions and consider how to assess whether these actions have been effective. The mid-term report introduced a series of outcome KPI's to measure the performance in the future annual review.

## Focus area 1 - Develop positive community attitudes and behaviours

- Promoted the lived experience of disability through communications regularly.
- Sponsored the Inclusion Award at the Northern Districts Local Business Awards.
- Provided positive updates of successful implementations of DIAP actions on Council's communications channels.
- Delivered community education campaigns on inclusion to people with disability.
- Established inclusion as part of the criteria to access Council's community funding grants.
- Encouraged people with disabilities and their friends and family to attend Council events.
- Provided regular updates on the implementation of DIAP to staff and Councillors to promote and encourage inclusive practices.

## Focus area 2 - Create liveable communities

- Commenced upgrade of Town Hall access, including an entry ramp, accessible bathrooms and accessible chamber.
  - Commenced review of Council facilities, and collated information on access for hiring information.
  - Reviewed footpath conditions and improved access in Gladesville and Garibaldi villages.
  - Advocated for Universal Design and Inclusion in all projects and events. Developed a Playspace Strategy informed by the Everyone Can Play guideline.
  - Created design for new playspace at Riverglade Reserve based on the principles.
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# DISABILITY INCLUSION ACTION PLAN CONTINUED....

## Focus area 2 - continued...

- Promoted inclusive play through partnerships with Touched by Olivia and Play for All Australia.
- Promoted the completion of bus stop upgrade program to Disability Discrimination Act (DDA) compliance.
- Reviewed walkability and access where possible in Pedestrian Access and Mobility Plan (PAMP) program.
- Supported local community transport organisation through promotion and grants programs.
- Incorporated accessible parking that goes beyond compliance in new developments such as Livvi's Place at Riverglade.
- Planned and delivered program of upgrades and renewals to Council's portfolio of footpaths and carparks to improve access.
- Installed an intergenerational fitness station at Boronia Park.
- Planned the first inclusive playspace in Hunters Hill at Riverglade Reserve.
- Measured accessibility and opportunity to improve access in Council's audit register.
- Completed the renewal of bus stops to accessible.
- Completed the accessibility upgrade of the Council chambers to address major accessibility issues.

## Focus area 3 - Support access to meaningful employment

- Engaged contractors and entertainers with disabilities.
- Updated Council's Equal Opportunity Employment policy and communicated and promoted with internal and external stakeholders.

## Focus area 4 - Improve access to services through better systems and processes

- Improved Council and committee meeting accessibility using online broadcast through COVID.
- Updated accessibility of Council's website, including review of colour contrast, usability and the function of assistive technology like screen readers on our website.
- Created a community directory that includes information on disability service providers.
- Participated and facilitated local and regional forums with service providers, and planned collaborative approaches to key issues.
- Continued to promote opportunities for consultation online, in person and via phone.
- Updated Council's website for accessibility compliance.
- Updated mobility maps with accessible facilities.
- Ensured that all community engagement is inclusive and accessible.



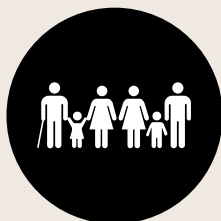
# SECTION 3 - REPORTING AGAINST THE DELIVERY PROGRAM & OPERATIONAL PLAN





# REPORTING AGAINST THE DELIVERY PROGRAM AND OPERATIONAL PLAN

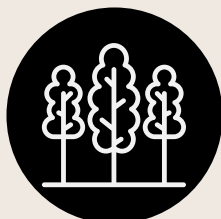
## OUR COMMUNITY STRATEGIC PLAN THEMES



**THEME: FOCUS ON THE COMMUNITY**



**THEME: MAINTAIN CHARACTER AND MANAGE GROWTH PLANNING**



**THEME: MANAGE AND PRESERVE OUR ENVIRONMENT**



**THEME: MAKE GETTING AROUND EASIER**



**THEME: LEADERSHIP AND GOVERNANCE**

# FOCUS ON THE COMMUNITY

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9676

Website users a month



25%

Growth in eNews



14,000

Daily page engaged  
social media users



11

Youth Summit projects

## Improving communication

Over the past 12 months, substantial improvements have been made to our communication channels and Customer Request Management (CRM) system. We have seen a reduction in customer complaints whilst still having a high level of customer engagement across our information technology platforms.

The Digital and Customer Information Plan (DCIP) was developed throughout 2020-21 to understand our technical strengths and determine where we could improve. Within the framework of the Plan are actions to address our business needs.

We have rebranded the website this year to give it a clean, fresh look. Significant improvements have also been made to improve the search functions, as well as overhauling the main menu structure, and adding pages and subscription options to provide up-to-date information on works, projects and community updates. Digitising forms is another way in which we are enhancing the customer experience of the website.

## Working with community partners

We have continued to work with a variety of community groups to both support and deliver important programs and services. We have provided ongoing support to the Happy Hens at the Henley Community Centre and partnered with the Hens to plant herbs in the planter boxes in the commercial area of Victoria Road, Gladesville. We have also supported a local scout group to create accessible and mobile garden beds from discarded dinghies.

# FOCUS ON THE COMMUNITY

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## Becoming more customer focused

To ensure that our front line staff provide a positive customer experience, our service performance is consistently monitored and analysed. We will continue to train our staff to ensure that we excel at meeting our customers needs and expectations.

During 2020-21 we undertook a comprehensive review of our service levels to ensure our services were meeting our customers needs and expectations. We will continue to embed these service levels in our business systems, processes and staff induction and training programs.

Service standards have been reviewed and updated to include key performance indicators (KPIs). Internal teams have provided feedback and collaborated on the development of the KPIs.

## Supporting youth programs

The second annual Youth Summit was held in February 2021. Riverside Girls High School students implemented a waste diversion project. Hunters Hill High School students were connected with the Your Crew charity for potential further mental health awareness activities.



# MAINTAIN CHARACTER & MANAGE GROWTH PLANNING

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**206**

Number of DAs  
received



**348**

Duty enquiries



**150**

Zoning certificates  
issued



**22**

Complying  
development  
certificates issued

## Maintaining character and heritage

We have continued to support the community's vision of maintaining the character and heritage of Hunters Hill by completing the following projects in 2020-21:

- Developed character statements for the new Development Control Plan (DCP)
- Completed the Local Housing Strategy with approval from the Department of Planning, Infrastructure and Environment (DPIE).
- Ensured that conservation principles are followed by working with our community, architects, builders and contractors.
- Commenced review of the Local Environmental Plan (LEP) and Development Control Plan (DCP).
- Updated the online DA tracker, which lists all development applications and complying development certificates lodged after 1 January 1998. The DA tracker displays notification plans, referral and determination information for all development applications submitted after 1 January 2020.
- Prepared a project scope and methodology for Character Statements for our conservation areas and Character Statements for the non-heritage conservation areas.
- Completed the Neighbourhood Character Statements.

## Planning for our commercial areas, village centres and neighbourhoods

We made significant progress by working with the community to establish a vision for Gladesville:

- Finalised the draft Gladesville Masterplan to be referred for community comment.
- Held place based activation in Massey Lane, funded by the DPIE and supported by City of Ryde and the Gladesville Chamber of Commerce.

# MAINTAIN CHARACTER & MANAGE GROWTH PLANNING

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## Planning for our public spaces

A number of high priority projects were completed in our public spaces:

- Promoted the Love Gladesville campaign both online, and through a partnership with the Gladesville Chamber of Commerce.
- Developed Beautiful Boronia placemaking projects, and a businesses in Boronia Village was successful in its application for funding to create a place-based project on the corner of Princes Street and Pittwater Road.
- Completed the Section 7.12 Plan, which contains actions for the next 5 years.
- Implemented a new cleaning contract to improve the level of cleanliness for community spaces.
- Continued maintenance of spaces including regular mowing of grass areas, maintenance of trees and reactive maintenance to issues such as damaged footpaths.
- Completed a project to improve water access and safety for the launching dinghies at De Milhau steps.
- Installed intergenerational exercise equipment at Boronia Park.
- Upgraded Garibaldi Village footpaths and seating.
- Upgraded Woolwich Baths with handrails and CCTV.
- Completed works at village centres including safety bollards, fencing and garden beds at Hunters Hill Village.

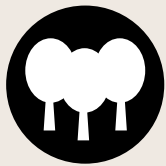


# MANAGE & PRESERVE OUR ENVIRONMENT



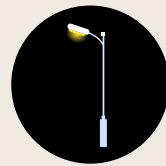
100%

Renewable energy  
target by 2030



80

Damaged trees  
replaced with 80  
healthy trees



90%

Street lighting  
converted to LED



50

Food parcels  
delivered from Fancy  
Flea Market  
proceeds

## Maintain and improve the local tree canopy

Throughout the year we managed tree removals to make sure that for every tree that was removed it was replaced with another. We have also encouraged residents to submit tree planting requests either outside their property or throughout our parks and reserves.

As part of the grant funding from the Local Roads and Community Infrastructure Program stage 2, \$167,000 was allocated for a street tree planting program, which included:

- The removal of high-risk trees that were identified from an audit completed in 2019-20.
- Street tree planting, which commenced in July, with locations identified through an online application process, previous removals and customer requests.
- Looking at implementing one or some of the following: street tree register/audit, tree plotter, tree canopy cover analysis and potential thermal mapping.

## Managing and maintaining our parks and reserves

We have successfully completed programmed and reactive maintenance works for parks and reserves, including maintaining fields for winter and summer sports and cleaning of associated facilities, rectifying issues that could be a risk to the community such as deadwooding trees and maintaining playgrounds.

Ongoing programmed maintenance of parks and reserves continues with mowing and tree maintenance. New trees have been planted in Riverglade Reserve and maintenance of Council facilities associated with parks and reserves has been ongoing.

# MANAGE & PRESERVE OUR ENVIRONMENT

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## Ensuring we are sustainable

We created a Sustainability Action Plan, and have been working with a community-driven Sustainability Action Plan Working Party. The plan is focused on improving energy efficiency, switching to renewable energy, supporting low emissions transport, driving the circular economy and waste minimisation, growing adaption and resilience and engaging the community, which are all goals for 2021 and beyond. We have been working with UNSW Circular to create textile diversion projects in Hunters Hill LGA. In addition to the groundbreaking partnership, creating furniture for The YARN. In addition to books, entertainment and programs, The YARN showcases our commitment to the circular economy through textile diversion projects and a waste wall.

Another exciting inclusion has been a 3D printer, which has been used to demonstrate the circular economy through workshops at The YARN and at the 2021 Youth Summit.

Despite being delayed due to COVID restrictions around reusable coffee cups, the cafes in Hunters Hill are helping fight the battle against single-use plastic waste, with a return to reusable coffee cups. Cafes including The Sunroom and Dachshund Coffee are among the first to commit to the HuskeeSwap program, a reusable takeaway coffee cup replacement system. Huskee was invented by a local cafe operator and uses innovative technology to create reusable cups.



# MANAGE & PRESERVE OUR ENVIRONMENT

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## Ensuring we are sustainable continued...

With Council support, participating cafes were sponsored to set up the HuskeeSwap system in store. Through subsidising start-up costs, we have been able to help establish this closed loop on cup use.

The Fancy Flea Market involved hundreds of locals, reused thousands of kilograms of goods while reducing waste to landfill, and helped 50 families in need. After a successful launch in November, with money raised for Sydney Community Services (SCS) financing the delivery of 50 food parcels to locals in need, Council ran two additional Fancy Flea Markets, also assisting SCS as well as The Generous and The Grateful, and the Coffee Project. The November event was part of the national Garage Sale Trail, with local residents participating in the trail as sellers, shoppers or attending online tutorials.

An Impact Report for Garage Sale Trail 2020, compiled by Taverner Research from participant survey data, showed that in the Hunter's Hill Council area, the estimated weight of items reused locally was 1830 kilograms. The survey found that 38 per cent of Hunters Hill Garage Sale Trail items would have otherwise gone to landfill. And 89 per cent of residents indicated that they were more likely to reduce waste after participating.

Quarterly reviews have continued with Azility to monitor water usage as a benchmark across our facilities and develop a strategy moving forward to minimise impacts.

We have taken a lead on replacing Council vehicles with electric options. The message to the community is that electric is the way of the future. Four electric chargers have been installed at Council and sites are being reviewed for the villages.





# MANAGE & PRESERVE OUR ENVIRONMENT

## Waste Education

Council has educated residents in a number of ways on how to reduce waste locally. This has included bin stickers to help change behaviour at the source, website updates on how to divert waste, the installation and promotion of a Waste Wall at The YARN and a Reverse Vending Machine at Henley Community Centre. Plastic Free Party Packs were used at events, and waste awareness talks were held at local high schools as part of Youth Summit programs.

The TOMRA Reverse Vending Machine forms part of the NSW Government's Container Deposit Scheme, Return and Earn. In addition, we have continued to promote the waste wall at The YARN as a means to textile diversion education. Council has established a Sustainability Advisory Committee made up of community members and elected representatives. An internal working group was created across Council departments to develop the Sustainability Action Plan and measure outcomes. The highlights include: installation of LED street lighting, resulting in a 10 per cent saving of \$8,500 in electricity costs and emissions; electric vehicles in Council's fleet; and installing a reverse vending machine at Henley.

An 8 per cent reduction was recorded in overall corporate emissions across the Council.



# MANAGE & PRESERVE OUR ENVIRONMENT

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## Waste Education continued...

We have received pilot funding to run a Textile Diversion project in the community, scheduled to commence from July 2021. In addition, the framework has been established for a Food Organics trial with commercial businesses. Both of these projects have been funded by the Environment Protection Authority (EPA) and are supported by the Waste Alliance and Northern Sydney Regional Organisation of Councils (NSROC).

Community group Ecobel, established in July, has run four community beach clean-up events, three community building embankment days, and three days on the river using stand-up paddle boards for clean-up. There has been 140 litres of beach rubbish collected each quarter.

A number of projects from the Youth Summit have looked at waste reduction. A group of students designed an engagement program with Year 7 pupils at Hunters Hill High School. Council provided a clear bin to collect plastic waste. Students provided a design for posters and were connected with Colourcorp for printing. They measured behaviour change and impact, and planned to undertake a waste audit in term 3.



# MAKE GETTING AROUND EASIER

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**34**

Traffic signs and line markings completed



**70 km**

Of roads maintained



**87km**

Of footpaths and cycleways maintained



**97**

Attendees for Learner Driver Workshops

## Upgrading our asset management framework

Council's Digital Asset Management System has continued to mature with adoption of an Asset Management Policy and Strategy as well as an Asset Management Plan. Work continued to improve asset management practices around maintenance scheduling and delivery through a mobile platform.

## Improving our roads

Our roads program saw upgrades, including patchwork and sealing to the following roads:

- Pittwater Rd stage 1
- Pittwater Rd stage 2
- Alexandra St resheeting
- Gaza Ave
- Flagstaff St
- Tarban St
- Kelly St
- High St
- Ryde Rd

Additional road works were completed in Yerton Ave and Muirbank Ave as part of the Local Roads and Community Infrastructure Program.

# MAKE GETTING AROUND EASIER

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## Maintaining our footpaths and bike paths

The capital works program for our footpaths has been completed and includes:

- Mark St (Ryde Rd to Mary St)
- Mary St (Loop section south to north)
- D'Aram St (North Pde to Madeline St)
- Mary St (Gladesville Rd to John St)
- Park Rd (Ryde Rd to Princes St)
- Ferry St (Foss St to Toocooya Rd)
- Alexandra St (Alexandra St Wharf)
- Joubert St (Martin St to end of road)
- Cowell St (Victoria Rd to Flagstaff St)
- Victoria Rd (Junction St to Batemans Rd)
- Victoria Rd (Massey St to Cowell St)

The following additional footpath projects were completed as part of the Local Roads and Community Infrastructure funding program:

- Ady St
- Browns Lane
- Huntleys Point Rd
- Joubert St
- Madeline St
- Martin St
- Mount St
- Victoria Rd
- View St

Council adopted the Hunters Hill Bike Plan in March 2021. The draft works program for 2021-22 has been developed for implementation.

# MAKE GETTING AROUND EASIER

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## Improving road congestion and implementing traffic management solutions

We have continued to improve road congestion by delivering Construction Traffic Management Plans (CTMP) in the following areas:

- A local area traffic study was undertaken for Prince Edward Street and Manning Road.
- Work is underway for a traffic assessment of the Boronia Local Area to address speed and traffic volumes.
- Installation of a speed hump and new pavement have been undertaken on the access road off Crown Street leading to the Henley Community Centre and Riverside Preschool.
- A number of Construction Traffic Management Plans have been implemented to manage the comings and goings of construction vehicles and includes the installation of Work Zones and/or No Stopping zones.

There has been significant work completed on Local Area Traffic Management (LATM) Plans for Prince Edward Street and Manning Road and the Boronia local area.

We have also reviewed traffic facilities such as refuge islands, crossings and speed cushions to ensure that current standards are met. Advanced warning signs have recently been reviewed and updated for pedestrian refuges on Ryde Road.



# MAKE GETTING AROUND EASIER

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## Improving road congestion and implementing traffic management solutions

As a result of community feedback for the Boronia LATM, a safety audit will be undertaken on Ryde Road between Park Road and Pittwater Road and on Pittwater Road between Ryde Road and Princes Street.

We have continued to source State Government funding as well as work with Transport for NSW to provide solutions to local traffic issues, such as:

- Manning Road - the removal of the raised threshold and its replacement with a refuge with speed cushions on the northern approach to improve pedestrian/cyclist safety.
- Mary Street – the pedestrian crossing has been completed and includes lighting. TfNSW are reviewing the length of the school zone on Mary Street to increase the length of the zone on the northern approach. TfNSW have agreed to the installation of the zig-zag markings to increase driver awareness of the pedestrian crossing.



# MAKE GETTING AROUND EASIER

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## **Educating our community about road safety**

The delivery of TfNSW Road Safety programs by our Road Safety Officers included:

- A Child Car Seat Checking Program, which saw 33 seats being checked by our Authorised Restraint Checkers. This program is funded by Transport for NSW and is only open to residents of the Hunters Hill LGA.
- A Graduated Licensing Scheme workshop which taught parents and carers of learner drivers all they need to know about the scheme as well as best techniques to ensure a confident and competent learner driver.
- A banner program, which saw Council provide vinyl banners to local schools to display on their school fences. The banners promote school-zone relevant road safety messaging including; Keep the Line Moving, Safety Over Convenience, Park Legally in School Zones, Slow Down, and Stop! Look! Listen! Think! Pole wraps identifying the start and end of drop off/pick up zones have also been delivered. This initiative was funded by Transport for NSW.

## **Improving parking around our village centres**

The delivery of the online portal for submitting parking permit requests is providing a user-friendly environment for residents to submit and receive their digital parking permits.

We have transitioned to digital parking permits for use at designated permit parking areas. This includes the Woolwich Resident Parking Area (W1) and Clarkes Point Reserve (W2), Hunters Hill Sailing Club and the Harbour Trust site. In addition, the Hunters Hill Parking Strategy is currently being implemented.

Work also commenced on the Boronia Local Area Traffic Management Study to identify issues and solutions.

## **Reviewing off-street parking**

Off-street parking requirements have been reviewed with development applications throughout 2020-21 to ensure that Council's Development Control Plan (DCP) requirements have been met.

# LEADERSHIP & GOVERNANCE

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19

Community buildings  
managed



52

EFT employees



\$ 350,000

Saved in shared  
library service



21,586

Phone calls received

## Supporting our Councillors and staff

Our Councillors participated in learning opportunities and programs, including; Code of Conduct, Social Media, Respectful Relationships and Local Government specific training.

The new performance review and development system was designed, developed and implemented.

Our outdoor works staff are now working more efficiently due to the implementation of mobile devices. We will continue to monitor the effectiveness of the new devices and make any necessary upgrades. The upgrade to the Town Hall has provided much improved amenity for staff and customers.

We have developed and adopted a Learning and Development program and plan to ensure that development opportunities are available to all staff fairly and equitably. Over the past 12 months development needs have been identified and registered onto our training database.

Individual development plans were developed and eligible staff participated in training accordance to their requirements and in line with our strategic objectives. Our training plan has ensured that our staff have been appropriately trained and skills have been developed to ensure that we are tracking in meeting or exceeding our business objectives.

We have updated our recruitment policies and procedures to ensure these are aligned to our updated EEO Management Plan. Our recruitment policy also makes reference to our strategic direction as documented in our Workforce Management Plan. This ensures that we employ the right people with the right skills into the right jobs.



# LEADERSHIP & GOVERNANCE

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## Financing our future

Our 10-year Long-Term Financial Plan was updated to include comprehensive analysis regarding funding requirements to address asset backlogs that were identified in the recently completed Digital Asset Management Plan. Analysis included scenarios for addressing backlogs at both existing or increased service levels.

The analysis conducted regarding various special rating scenarios form part of Council's future engagement strategy that will be undertaken to determine the level of service that is favoured by the community. The financial analysis undertaken to date, together with the outcomes of this community engagement, will form the basis of future decisions regarding rating variations.

2021 has seen the successful implementation of shared library, rates and waste services in addition to a shared depot facility.



# LEADERSHIP & GOVERNANCE

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## Increasing grant funding

We received a number of grants to support community connection including; the Streets as Shared Spaces, Your High Street, Public Spaces Legacy program and Summer Fund. The Public Spaces Legacy Program grant project is for the activation and beautification of Figtree Park with Council receiving \$4.75m.

Our team continues to monitor grant funding opportunities to enable us to deliver on Community Strategic Plan outcomes.

## Working with industry partners

Our participation in the Northern Sydney Regional Organisation of Councils (NSROC) is a cost-effective method of engaging in regional and State Government policy.

Over the past year we have worked with a number of government agencies on issues such as Nelson Parade contamination and other issues as they have arisen.

Council works with the NSW Government on an ongoing basis to advocate for public transport services and facilities that support the needs of current and future residents.





# SECTION 3 - STATE OF THE ENVIRONMENT REPORT



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## INTRODUCTION

This State of the Environment Report (SOE) reports against our environmental objectives and actions as outlined in our Community Strategic Plan, Delivery Program and Operational Plan.

We have continued to monitor and care for our natural resources to ensure their sustainability for future generations. We are committed to ensuring the health of our bushland, waterways, open and green spaces.



*The value of our environment is not only in the natural flora and fauna which can be found in Hunters Hill, but it's also in our volunteers who give up hundreds of hours to protect our natural bushland.*

JACQUI VOLLMER - BUSHLAND COORDINATOR



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## MANAGED, PROTECTED AND REHABILITATED DAMAGED AND FRAGMENTED NATURAL AREAS

Bushcare volunteers, contractors and Council staff undertook bush regeneration at the following sites; Boronia Park, Buffalo Creek Reserve, Riverglade and Tarban Creek Reserve, Gladesville Reserve and Betts Park, Kelly's Bush, Ferdinand St Reserve, Mornington Reserve, Murray Prior Reserve, Woolwich Baths, St Johns Park, and Bedlam Bay.



We continued a Department of Planning, Industry and Environment grant project, with Stage 2 - Habitat Restoration Along the Lower Parramatta River. This involved 3 hectares of primary and secondary weeding.

An additional 300 native plants were planted in Gladesville Reserve at a community event held in April. In addition, 800 native plants were planted in Boronia Park to expand the critically endangered Sydney Turpentine Ironbark Forest in April by NBN Co who are a corporate volunteer group.

Hunters Hill Bushcare and Habitat Network were winners of the Partnerships for Landcare Award at the 2021 Regional Bushcare and Landcare Awards, recognising work to engage a range of stakeholders in rehabilitating 9 kilometres of small bird habitat in the local government area.

We have worked productively with the Bushland Management Advisory Committee to support actions within the Riverglade Reserve and Boronia Park Plans of Management, to help with a new approach to bushfire management planning and opportunities for environmental burns, reporting on issues with the bushcare program and updating on the Kelly's Bush 50th anniversary celebrations.

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## FUTURE LAND USE PLANNING AND MANAGEMENT ENHANCES AND PROTECTS BIODIVERSITY AND NATURAL HERITAGE

The Boronia Park Plan of Management, Riverglade Reserve Plan of Management, draft Henley Precinct and Generic Plan of Management and Hunters Hill Biodiversity Conservation Strategy 2021-2026 incorporate management actions that enhance and protect biodiversity and natural heritage in bushland reserves.

The development of our Local Strategic Planning Statement incorporated land use planning and management. Our Local Environment Plan and Development Control Plan provide protections for our biodiversity and natural heritage areas.

Our recent work through the updates to the plans of management have also ensured that any land use planning incorporates important environmental protections.



## ACTIVE COMMUNITY PARTICIPATION IN LOCAL ENVIRONMENTAL PROJECTS AND EVENTS

“

*WORKING BEES AT 11 BUSHCARE SITES*

”

Bushcare groups continued working bees at 11 bushcare sites and attended herbicide application workshops in May.

Four corporate volunteer days were held, including;

- NBN planting day where a combination of 80 trees, shrubs and groundcovers were planted at Sydney Turpentine Ironbark Forest in Boronia Park on the same day by the NBN.
- Continued work on the demonstration garden at Kelly's Bush in April.
- Country Road and CHEP worked on separate days clearing the lantana and weed vines to create space for further planting of small bird habitat at Riverglade Reserve in June.

We have supported Bushcare volunteers, corporate volunteers, local schools and Scout groups to participate in local environmental projects and events. The work completed during the year has made a substantial impact on improving our natural environment and enabling both community and corporate organisations the opportunity to undertake vital work and to know that they have had a positive impact.

We are also supporting St Joseph's College and Riverside Girls High School in undertaking environmental projects such as establishing a native bee garden, a Tarban Creek oyster rehabilitation project, and bush tucker and habitat planting projects.



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## PROTECTING THE DIVERSITY OF FLORA, FAUNA AND ECOLOGICAL COMMUNITIES

We have continued to build on our strong bushcare work throughout the year. As previously mentioned we could not have completed the weeding, planting and management of our bushcare sites without the work of our volunteers; community, corporate and private as well as the work undertaken by our bushland contractors.

In addition to our quarterly planting and weed clearing, we continued to implement a sediment management project to protect and enhance coastal saltmarsh and mangroves in Tarban Creek. This follows recruitment of saltmarsh species, which was completed in May 2021.

We are also working through the management action levels of the Tarban Creek Flying-fox Camp Management Plan.



We continued the Department of Planning, Industry and Environment grant project, which is Stage 2 or the - Habitat Restoration Along the Lower Parramatta River. This involved 3HA of primary and secondary weeding.

An additional 300 native plants were planted in Gladesville Reserve at a community event held in April. In addition, 800 native plants were planted in Boronia Park to expand the critically endangered Sydney Turpentine Ironbark Forest in April by NBN Co who are a corporate volunteer group.

Hunters Hill Bushcare and Habitat Network were winners of the Partnerships for Landcare Award at the 2021 Regional Bushcare and Landcare Awards recognising work to engage a range of stakeholders in rehabilitating 9 kms of small bird habitat in the LGA.

We have worked productively with the BMAC to support actions within the Riverglade Reserve and Boronia Park Plans of Management, to help with a new approach to bushfire management planning and opportunities for environmental burns, reporting on issues with the bushcare program and updating on the Kelly's Bush 50th anniversary celebrations.



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## IMPROVING ENVIRONMENTAL MONITORING AND REPORTING

We have monitored and reported to government bodies on environmental issues, such as weed inspections. We have also completed activity reporting to the Department of Primary Industry about vertebrate pest species monitoring.



## EFFECTIVE WEED CONTROL MAINTENANCE

We continued with Crown Land weed control funding to implement the Boronia Park and Riverglade Reserve Plans of Management actions.

We have continued to work with volunteers, contractors and staff to undertake bush regeneration in accordance with bush regeneration work plans in the majority of our bushland reserves. These work plans include:

- Greater Sydney Regional Strategic Weed Management Plan 2019.
- Estuary Vegetation Rehabilitation Plans for various bushland reserves.

## CARRY OUT HAZARD REDUCTION ACTIVITIES AS OUTLINED IN THE BUSHFIRE RISK MANAGEMENT PLAN

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*The Rural Fire Service (RFS)  
has made a new risk  
assessment methodology*

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The Rural Fire Service (RFS) has made a new risk assessment methodology, which is called the "phoenix model". This model runs numerous weather scenarios from numerous ignition points and outputs assets of greatest bushfire risk under different treatments, i.e. Asset Protection Zones, hazard reduction burns, etc. There will be a land manager version of the plan, including a Treatment Plan and BFMC Annual Works Plan and Report, and a public version including a Bushfire Management Committee Public Information Brochure and another public exhibition process.

Fire and Rescue NSW need to complete a potential hazard reduction burn at Boronia Park (adjoining High Street) and Buffalo Creek Reserve (adjoining properties along Barons Crescent) on their hazard reduction works program that will be completed in 2022-23.



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# IMPROVE THE PROTECTION OF FORESHORES

During the development of our Community Strategic Plan our community felt that Council needed to both maintain the health of our waterways and ensure the protection of foreshores for future generations. Over the course of the year we have continued to maintain these principles and ensure our planning documents reflect our community's needs.

There are protection and criteria within our LEP and DCP controls, including State policies protecting our foreshores and waterways. We are working with the Parramatta River Catchment Group on a continual basis to ensure that our waterways and foreshores are protected, maintained and managed in the best interests of our local community.





## PROTECT AND MONITOR WATERWAYS AND IMPROVE WATER QUALITY

Our work over the past year has included a number of significant programs, compliance assessments and education workshops and programs. Our important partnerships and networks have enabled us to complete a number of water improvement initiatives.

We have worked closely with the Parramatta River Catchment Group (PRCG) stormwater sub-committee. This committee commissioned the "strategic and statutory planning review to create our living river, Parramatta River Masterplan step 4- final recommendations paper", private Water Sensitive Urban Design (WSUD) audit project and held workshops on WSUD maintenance and planning for the Parramatta River.

The PRCG also has compliance and education programs, which Council are actively involved in, such as 'Get the Site Right' a compliance program targeting sediment and erosion control on building sites, and Love Your Waterways, a residential stormwater education program.

In addition, Riverwatch has been conducting water quality monitoring at the proposed new swim site at Bedlam Bay. Further water and sediment testing is required to determine what types of site activation are possible i.e. splash contact and/or swimming.

We have also continued to inspect and undertake maintenance of stormwater assets on a regular basis.

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## SUPPORTED OUR VOLUNTEERS

Bushcare Volunteers have completed more than 1200 hours in the field this financial year. We have had 4 bush regeneration contractors working in most of our bushland reserves.

We have worked closely with 11 Bushcare groups, corporate volunteering groups, and local Scout groups, that we supervise and provide with tools and equipment. This also includes onsite training required to work in bushland reserves.

## REPLANTING NATIVES TO ASSIST HABITAT

We continue to review open space areas to identify suitable locations that can be planted/replanted with natives to increase flora and fauna habitats.

We worked closely with the Bush Regeneration Team to identify and plant out identified or bare areas throughout 2020-21. Revegetation sites are also identified in Plans of Management and now our Biodiversity Conservation Strategy.



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## EDUCATION AND AWARENESS ACTIVITIES TO PROMOTE THE PLANTING OF TREES IN RESIDENTIAL BACKYARDS TO SUPPORT BIRD AND FAUNA CORRIDORS

Council has been helping residents to plant habitat in their backyards by providing information and advising where to purchase plants. Promotion of this strategy was actioned via events/festivals, and biodiversity corridor grant projects throughout the year.

We are also working through the management action levels of the Tarban Creek Flying-fox Camp Management Plan.



We also worked closely with the Habitat Network, a local conservation organisation to promote a fauna habitat and biodiversity corridors. This partnership was a winner of a Partnerships for Landcare Award at the 2021 Regional Bushcare and Landcare Awards in May 2021. Planting fauna habitat in residential backyards has been promoted via events/festivals, and biodiversity corridor grant projects over many years.

## WORKED WITH AGENCIES TO PROTECT LOCAL ABORIGINAL ASSETS

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*The Parramatta River Catchment Group has successfully received a Metropolitan Greenspace Grant - 'Designing with Country' project.*

”

Council has liaised with the Department of Planning Industry and Environment, Indigenous organisations, bushcare groups and the Hunters Hill Trust to assess and protect local Indigenous sites. The Parramatta River Catchment Group has successfully received a Metropolitan Greenspace Grant - 'Designing with Country' project. The purpose of the project is to bring to life the connection between Aboriginal culture and the waterways and land in the Parramatta River Catchment through appropriate design and interpretation elements for the broader community to understand and enjoy. Project planning has commenced with meetings and data collection.

## GRANT FUNDING FOR OUR ENVIRONMENT

We successfully applied for a number of Crown Land, Local Land Services and DPIE grants over the last financial year. We will continue to build on our environmental grants program and support the objectives of managing our natural spaces and places.

We recently applied for a NSW Environmental Trust DPIE Coastal and Estuary Grant to implement priority actions in the recently prepared Hunters Hill Biodiversity Conservation Strategy 2021-2026.

