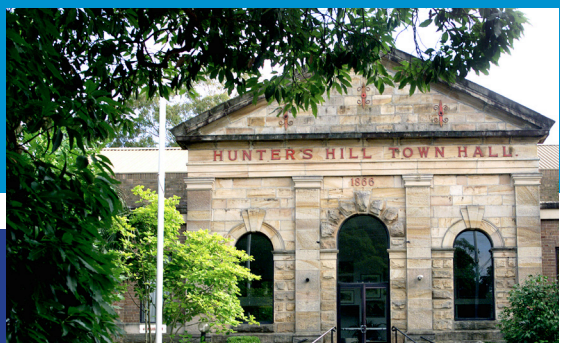




HUNTER'S HILL COUNCIL

ANNUAL REPORT

2005/2006





*HUNTER'S HILL COUNCIL
ANNUAL REPORT 2005-2006*



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Council's **VISION**

The Council vision of Hunters Hill is:

- A sense of history
- A sense of community
- A place to belong
- A sustainable future

Council's **MISSION**

To protect and enhance the integrity, character and residential amenity of Hunters Hill as Australia's oldest garden suburb – through leadership, community involvement and the pursuit of excellence.

Council's **ORGANISATION VALUES**

- We will provide a range of services and programs that meet the needs of the community, as effectively and economically as possible.
- We will manage the resources of the organisation efficiently and with proper care to achieve the objectives of the Council, in a fair and equitable manner.
- We are committed to providing quality customer service, accurate and consistent advice and timely responses to all requests.
- We will develop and empower staff to achieve excellence and professional satisfaction in the delivery of services.
- We will promote the principles of ecologically sustainable development (ESD).



Council's **CHARTER**

The Council Charter is:

- To exercise community leadership.
- To exercise Council functions with due regard for the cultural and linguistic diversity of the Hunters Hill community.
- To properly manage, develop, protect, restore, enhance and conserve the environment of the area.
- To have regard to the long term and cumulative effects of Council decisions.
- To bear in mind that Council is the custodian and trustee of public assets and to effectively account for and manage those assets.
- To facilitate the involvement of Councillors, members of the public, users of facilities and services and Council staff in the development, improvement and co ordination of Hunters Hill.
- To raise funds for local purposes by the fair imposition of rates, charges and fees, by income earned from investments and, when appropriate, by borrowings and grants.
- To ensure that, in the exercise of its regulatory functions, Council acts consistently and without bias, particularly where an activity of the Council is affected.
- To be a responsible employer.
- To keep the Hunters Hill community and the State Government (and through it, the wider community) informed about Council's activities.
- To provide directly or on behalf of other spheres of government, after due consultation, adequate, equitable and appropriate services and facilities for the community and to ensure that those services and facilities are managed efficiently and effectively.

The set of principles in Council's charter is in accordance with the requirements of the Local Government Act, 1993.



About this Report **AND YOUR COUNCIL**

This Report covers the year to June 2006.

Legislative Framework

Section 428 of the Local Government Act 1993 provides that each year the Council shall publish an Annual Report which provides a comparison between the provisions of the current Management Plan and performance in that year.

The Management Plan sets out Council's strategy for the four years following its publication. The Plan provides statements of:

- The principle activities the Council proposes to conduct
- The objectives and performance targets for each of the principle activities
- The means of achieving the targets
- The manner in which Council purposes to assess its performance in respect of those principle activities.

The Annual Report under Section 428 of the Local Government Act, 1993 reviews how Hunters Hill Council complied with its statutory obligations in 2003/2004.

What is the Annual Report about?

The Report is prepared to provide you with a clear indication of what Hunter's Hill Council has achieved for the community over the last financial year, as compared to the Management Plan.

This document contains a 'Report Card' on Council's achievements against performance targets in its Management Plan and in future will enable you to compare Council's performance and progress from year to year. Council reviews the Management Plan each year to adjust the goals and objectives according to community needs, the economic climate and changes in State or federal Government legislation.

Your Council

Seven councillors, who are elected every four years by residents, govern Hunter's Hill Council. The Councillors role is to direct and control the affairs of Council according to the Local Government Act and other relevant legislation.

Councillors are required to represent the interests of residents and ratepayers, provide leadership and guidance to the community, and encourage communication, between Council and the community.

A popularly elected Mayor (for a four year term) carries out civic and ceremonial duties, to represent Council in business and community forums or meetings, and to preside at Council meetings, and to preside at Council meetings.



Although they spend many hours on Council business, Councillors are not paid a salary, however they do receive a yearly allowance to cover out of pocket expenses. Most Councillors have full time employment or businesses in addition to their Council activities/responsibilities.

The General Manager is the Chief Executive Officer of the Council and is responsible for implementing the decisions of Council. The General Manager is also responsible for the day-to-day management of the Council, exercising any functions delegated by Council, appointing, directing and dismissing staff and ensuring that Council meets its statutory obligations.

Council Meetings

Ordinary Council Meetings are held on the second and fourth Monday of each month, commencing at 7.30pm in the Hunter's Hill Council Chamber.

Council's Business Paper is available from Council Chambers and Gladesville Library on the Friday preceding the meeting.

Meetings are open to the public and if a request is received prior to the meeting to address Council on issues listed in the business paper, this will be arranged.



Elected **REPRESENTATIVES**

Our seven Councillors including a popularly elected Mayor represent Hunters Hill. Councillors meet on the second and fourth Monday of each month (or Tuesdays where public holidays are concerned) to discuss issues affecting residents and to make decisions on behalf of the local community.

Councillors stand for election because they are interested in the progress and well-being of the Municipality and feel strongly about its continuing viability. Our Councillors work tirelessly for residents by attending meetings, public forums and information sessions to ensure that they remain informed about issues important to the electorate.

Councillors are readily available to residents, either by direct contact or attending Councillor interviews at the Gladesville Shopping Village (held on the 3rd Saturday of each month) to answer any queries that constituents may have.

Council elected the following Councillors at the most recent elections:

Mayor

Clr Sue Hoopmann

North Ward

Clr Peter Astridge
(Deputy Mayor)
Clr Richard Quinn
Clr Ross Sheerin

South Ward

Clr Annabel Croll
Clr Simon Frame
Clr Jason Lin



Report **BY THE MAYOR**

Good Design Awards

The Hunters Hill Good Design Awards were enthusiastically received by Council and the local community. The Awards promoted the awareness of positive contributions to the built environment and local heritage and conservation significance for residential or commercial buildings. Judging of the Awards coincided with the NSW National Trust Annual Heritage Festival held in April 2006. These Awards will become a biannual event for the Council.

Crime Prevention Committee

N.R.M.A. at Macquarie kindly offered a donation to assist the Hunters Hill Community Crime Prevention Committee to begin their safety audits. The Community Crime Prevention Committee completed safety audits through the Hunters Hill Municipality over 2005/2006. Residents volunteered with the Police and State Emergency Service. It has taken many months to work through the Municipality. Volunteers contributed about two hours of their time to walk specific areas during daylight and again at dusk noting pitfalls; over hanging branches, bad lighting, hiding places and footpath impedimentations. The aim is to make Hunters Hill a safer place to live and also to raise community awareness.

Green Waste Bin

As a result of resident response to the garden vegetation green waste survey, Council introduced an optional mobile bin for garden vegetation collections when the new Waste and Recycling Contract commenced in mid 2006. The new contract enables households to present their garden vegetation for collection at the kerbside, in a 240 litre green waste mobile bin. Residents are still able to continue with the previous system of presenting green waste in bagged, tied or bundled lots will continue. There is no additional cost for residents for nominating for a green waste bin

Draft Gladesville Master Plan

The Gladesville Town Centre and Victoria Road Draft Master Plan was placed on public exhibition in 2006. Information sessions for residents were held at the Gladesville Library and Hunter's Hill Council to inform residents about the progress and major components of the Plan. Residents were able to meet with the consultants and view the plans.

Economic feasibility and heritage studies were undertaken during 2006 and work is currently proceeding to investigate a number of key model sites, prepare urban design proposals and test their feasibility as a prerequisite to formulating the draft DCP and LEP for the significant area involved. It is anticipated that the Draft DCP will be available for exhibition towards the end of 2006.

Draft Hunters Hill Village Master Plan

A report has been prepared which includes a 'working draft' Master Plan providing an overall vision for the Hunters Hill Village detailing the constraints and principles which



underpin the draft Development Control Plan (DCP). The draft DCP sets out the proposed controls for future development for each of the precincts within the village.

Event Highlights

Council hosted a number of events throughout 2005/2006, including:

- The Volunteers Morning Tea grows each year. Councillors and Council staff thanked all those who volunteered their time and experience and relayed how much we depend on their help.
- The Annual Art and Craft Exhibition was rewarded by increased sales. The craft and sculpture was displayed in the Council Chamber and was very popular with visitors.
- The Food and Wine Festival, run by a committee of volunteer residents, exceeds expectations year by year. Thanks to sponsorship from the Woolwich Dock, the beneficiaries who were Respite Care, B.I.R.D.S., Community Transport and Community Aid received \$3,500 each.
- Hunters Hill RSL held an extremely moving service in the Town Hall on Anzac Eve. Members of the RSL marched down Alexandra Street to bagpipes. Each year more and more young people take part in our service.
- Another wonderful Young in Art Exhibition was held in the Town Hall. Our artists of tomorrow excelled to create a very high Exhibition standard and all our local schools were represented.
- Carols by Candlelight was held again at Boronia Park Oval with a larger crowd than the preceding year. The schools delighted the crowd with their singing.

Clr. Sue Hoopmann
Mayor of Hunters Hill



Report BY THE GENERAL MANAGER

Over the next five years Council will be challenged to implement the planning principles contained in the new Metropolitan Planning Strategy, a twenty-five year plan for the future development of Sydney. Continuing the process of urban consolidation within existing suburbs, continues to be a central tenet of this new plan and managing this process of development in a manner that is sustainable to Hunters Hill will be very difficult despite our demonstrated commitment to heritage conservation and sustainability.

A widely used definition of sustainable development is:

'Development that meets the needs of the present generation without compromising the ability of the future generations to meet their own'.

Sustainability encompasses economic, social and environmental goals, which the Council will support through the adoption of sustainability principles that are to be applied in how we conduct our business. In applying these principles, the Council will include the interests of future generations as stakeholders in all development or other proposals, and include consideration of their needs in corporate consultative processes.

The major environmental challenges facing the Council over the next five years, which reflect its geographical, historical and socio-economic context, have been identified.

Local Government has the potential to impact in four main areas, namely:

- (a) WATER - quality and conservation
- (b) WASTE - minimisation
- (c) ENERGY - conservation
- (d) BIODIVERSITY - enhancement

A range of outcomes in these areas has been developed and will be achieved by focusing on environmental corporate performance, community participation, in-house demonstrations of environmental management best practice, and a risk management approach.

Green Waste Service

One of Council's first initiatives in these areas has occurred as a result of responses to the garden vegetation survey conducted in 2005. Council introduced an optional green waste bin for garden vegetation collections in the new Waste and Recycling Contract, which commenced in July 2006.

The new contract enables households to present their garden vegetation for collection at the kerb side in a 240 litre green waste mobile bin; and/or bagged, tied or bundled lots.

There has been no additional cost involved with the implementation of this service.



The competitive nature of the tender process for the collection and waste disposal services has meant that from 2006/07 Council is able to provide a range of service options for household garbage, recycling and green waste and waste disposal that are at the leading edge of municipal waste collection and waste avoidance strategies.

Highlights for 2005/2006

Boronia Park - completion of the installation and upgrading of floodlighting at ovals no. 1 and no. 2 to provide lighting that now meets Australian standards.

Playground upgrades - thanks to the excellent fundraising efforts of the volunteers on the Playground Working Party were undertaken at Buffalo Creek Reserve, Harry Shelley Memorial Playground and Harding Memorial Reserve. Construction was also started on a new playground at the High Street end of Boronia Park.

ICLEI (International Cities for Local Environmental Initiatives) – as well as being a member of this organisation Council made a formal commitment to become a participant in the Cities for Climate Protection Australia Program. In doing so we have undertaken to complete an action agenda that will reduce greenhouse emissions from within the Council area. Council was presented with a recognition award by ICLEI in May 2006.

RH Dougherty Award – in August 2005 Council received a Highly Commended award in the Category of Reporting to Your Community for the annual community report.

Local Government Cultural Awards – in May 2006 Council was announced as a winner in the category of Cultural Policy and Planning for its Cultural Plan.

Gladesville Master Plan – progress on the plan continues and we are on target to finalise a draft plan for public exhibition in September/October and adoption before the end of the year.

Hunters Hill Village Master Plan - progress on the plan continues and we are on target to finalise a draft plan for public exhibition in September/October and adoption before the end of the year.

For a look at what we are proposing to do in 2006/07 and beyond go to our website www.huntershill.nsw.gov.au and view - Management Plan 2006/07.

Barry Smith
General Manager



RESERVES IMPROVEMENT PROGRAM 2005/06 – 2012/13

	Total	2	3	4	5	6	7	8	9	10	C/FWD
EXPENDITURE	Cost	2004/05	2005/06	2006/07	2007/08	2008/09	2009/10	2010/11	2011/12	2012/13	2013/23
Blaxland Street		Expend									
1. Provision of pathway and steps	25,000	0	0	0	0	0	0	0	0	0	25,000
2. Bush Regeneration \$5000 p/a until 2013	50,000	0	0	0	5,000	5,000	5,000	5,000	5,000	5,000	20,000
3. Planting / Revegetation	20,000	0	0	0	2,000	2,000	2,000	2,000	2,000	2,000	8,000
	95,000										
Boronia Park Reserve											
1. Boronia No.1 Oval – fence	15,000	0	15,000	0	0	0	0	0	0	0	0
2. Boronia No.2 Oval – fence	15,000	0	0	0	15,000	0	0	0	0	0	0
3. Boronia No.3 Oval – irrigation	60,000	0	0	0	0	0	0	20,000	40,000	0	0
4. Bush regeneration \$5,000 p/a until 2013	50,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000
5. Planting / revegetation	15,000	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500
6. Picnic tables / shelters x 3	15,000	0	0	0	0	15,000	0	0	0	0	0
7. Electric BBQ's x 3	15,000	0	0	15,000	0	0	0	0	0	0	0
8. Seats x 5	3,000	3,000	0	0	0	0	0	0	0	0	0
9. Signage	7,000	0	0	7,000	0	0	0	0	0	0	0
10. Walking tracks	20,000	0	0	0	0	0	0	20,000	0	0	0
11. Boardwalk	10,000	0	0	0	0	0	0	0	0	10,000	0
12. Fencing	10,000	0	0	10,000	0	0	0	0	0	0	0
13. Floodlighting-upgrade No.1/ Light No.2	75,000	25,000	0	0	0	0	0	0	0	0	0
14. Upgrade Amenities Building	50,000	0	0	0	0	0	0	0	0	0	50,000
	360,000										



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	Total	2	3	4	5	6	7	8	9	10	C/FWD
	Cost	2004/05	2005/06	2006/07	2007/08	2008/09	2009/10	2010/11	2011/12	2012/13	2013/23
Buffalo Creek Reserve		Expend									
1. Provision of shade structure	15,000	0	0	0	0	0	0	10,000	5,000	0	0
2. Walking track/bikeway, Pittwater Road.	100,000	0	50,000	50,000	0	0	0	0	0	0	0
3. Walking tracks	20,000	0	0	0	0	0	0	0	0	20,000	0
4. Bush regeneration \$5,000 p/a until 2013	50,000	0	0	0	5,000	5,000	5,000	5,000	5,000	5,000	20,000
5. Planting/ Revegetation	15,000	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500
6. Amenities Building Upgrade	50,000	0	0	0	0	0	0	0	0	0	50,000
	250,000										
Clarke's Point Reserve											
1. Walkway	50,000	0	0	0	0	0	0	25,000	25,000	0	0
2. Sewer connection, toilet/amenity building	200,000	0	100,000	100,000	0	0	0	0	0	0	0
3. Lighting	60,000	0	0	0	0	0	30,000	30,000	0	0	0
4. Interpretive signage / heritage	10,000	0	0	0	5,000	5,000	0	0	0	0	0
5. Electric BBQ's x 6	30,000	0	0	0	0	0	0	0	0	0	30,000
6. Fencing	10,000	0	0	0	0	0	10,000	0	0	0	0
7. Planting / revegetation	10,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
	370,000										
Ferdinand Street Reserve											
1. Boardwalk	50,000	0	0	0	0	0	0	0	0	0	50,000
2. Bush regeneration \$2,000 pa to 013	20,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000
3. Planting / Revegetation	15,000	0	0	0	1,500	1,500	1,500	1,500	1,500	1,500	6,000
4. Entrance path and steps	65,000	0	0	0	0	0	0	0	65,000	0	0
	150,000										



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	Total	2	3	4	5	6	7	8	9	10	C/FWD
	Cost	2004/05	2005/06	2006/07	2007/08	2008/09	2009/10	2010/11	2011/12	2012/13	2013/23
Fern Road		Expend									
1. Walkway	10,000	0	0	0	10,000	0	0	0	0	0	0
2. Planting / revegetation	5,000	0	0	0	500	500	500	500	500	500	2,000
3. Interpretive signage	2,000	0	0	0	2,000	0	0	0	0	0	0
	17,000										
Figtree Park											
1. Civic ceremonial area	75,000	0	0	0	0	45,000	30,000	0	0	0	0
2. Access ramps	10,000	0	0	0	10,000	0	0	0	0	0	0
3. Replanting & landscaping	30,000	0	0	0	0	30,000	0	0	0	0	0
	115,000										
Francis Street Reserve											
1. Bush regeneration \$5,000 p/a until 2013	50,000	0	0	0	5,000	5,000	5,000	5,000	5,000	5,000	20,000
2. Pathway Link	80,000	0	80,000	0	0	0	0	0	0	0	0
	130,000										
Gladesville Reserve / Betts Park											
1. Bush Regeneration \$3,000 p/a until 2013	50,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	23,000
2. Amenities building upgrade	25,000	0	0	20,000	0	0	0	0	0	0	0
3. Lighting walkway	50,000	5,000	0	0	0	0	0	0	0	10,000	40,000
4. Planting / revegetation	10,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
	135,000										
Harding Memorial Playground											
1. Provision of shade structure	5,000	0	0	0	0	2,500	0	0	0	0	2,500
	5,000										
	Total	2	3	4	5	6	7	8	9	10	C/FWD
	Cost	2004/05	2005/06	2006/07	2007/08	2008/09	2009/10	2010/11	2011/12	2012/13	2013/23



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Henley Baths		Expend										
Upgrade baths & amenities (OHS)	25,000	0	0	0	25,000	0	0	0	0	0	0	0
	25,000											
Herberton Avenue (steps)												
1. Handrail	20,000	20,000	0	0	0	0	0	0	0	0	0	0
2. Jetty	30,000	30,000	0	0	0	0	0	0	0	0	0	0
3. Planting / revegetation	25,000	0	5,000	5,000	5,000	5,000	5,000	5,000	0	0	0	0
	75,000											
Huntley's Point Reserve												
1. Sea wall	100,000	0	0	0	0	0	0	0	0	0	0	100,000
2. Pathway	20,000	0	0	0	0	0	0	0	0	0	0	20,000
	120,000											
Kelly's Bush												
1. Walkway and steps	80,000	0	0	0	0	0	0	0	0	0	0	80,000
2. Amenity building	250,000	0	0	0	0	0	0	0	0	0	0	250,000
3. Bush regeneration \$5,000 p/a until 2013	50,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000
4. Planting / revegetation	15,000	0	0	0	1,500	1,500	1,500	1,500	1,500	1,500	1,500	6,000
5. Signage	5,000	0	0	0	0	0	0	0	5,000	0	0	0
	400,000											
Mornington Reserve												
1. Walkway	20,000	0	0	0	10,000	10,000	0	0	0	0	0	0
2. Interpretive signage	2,000	0	2,000	0	0	0	0	0	0	0	0	0
3. Bush regeneration \$3,000 p/a until 2013	30,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	2,000	20,000
4. Planting / revegetation	5,000	0	500	500	500	500	500	500	500	500	1,000	500
	57,000											



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	Total	2	3	4	5	6	7	8	9	10	C/FWD
	Cost	2004/05	2005/06	2006/07	2007/08	2008/09	2009/10	2010/11	2011/12	2012/13	2013/23
Murray Prior Reserve		Expend									
1. Pathway / steps	30,000	0	15,000	15,000	0	0	0	0	0	0	0
2. Interpretive signage	5,000	0	0	0	5,000	0	0	0	0	0	0
3. Bush regeneration \$3,000 p/a until 2013	30,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000
4. Planting / Revegetation	10,000	0	0	1,000	1,000	1,000	2,000	1,000	1,000	1,000	2,000
	75,000										
Park Road Reserve – Barons Cr to Great Nth Rd											
1. Bush regeneration \$5,000 p/a until 2013	50,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000
2. Revegetation	10,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
	60,000										
Riverglade Reserve											
1. Restoration of creek line below weir	150,000	0	0	0	0	0	0	0	0	0	150,000
2. Bush regeneration \$5,000 p/a until 2013	50,000	0	0	0	5,000	5,000	5,000	5,000	5,000	5,000	20,000
3. Provision of car parking Manning Road	40,000	0	0	20,000	20,000	0	0	0	0	0	0
4. Amenity building	250,000	0	0	0	0	0	0	0	0	0	250,000
5. Restoration of Heritage sandstone wall	100,000	0	0	0	0	0	0	0	0	100,000	0
6. Provision of power supply	80,000	0	0	0	0	0	0	0	0	0	80,000
7. Sewer connection	80,000	0	0	0	0	0	0	0	0	0	80,000
8. Pathway 1100m x 2m	125,000	0	0	0	0	0	0	0	0	0	125,000
9. Development of weathered area	100,000	0	0	0	0	0	0	0	0	0	100,000
	975,000										
Valentia Street Reserve											
1. Upgrade toilets & amenities	30,000	0	15,000	15,000	0	0	0	0	0	0	0
2. Interpretive signage	2,000	0	0	0	2,000	0	0	0	0	0	0
	32,000										0



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	Total	2	3	4	5	6	7	8	9	10	C/FWD
	Cost	2004/05	2005/06	2006/07	2007/08	2008/09	2009/10	2010/11	2011/12	2012/13	2013/23
Weil Park		Expend									
1. Amenities block	20,000	0	0	20,000	0	0	0	0	0	0	0
2. Planting / regeneration	20,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000
3. Drainage	43,500	0	0	20,000	20,000	3,500	0	0	0	0	0
	83,500										
Woolwich Baths											
1. Refurbishment-Amenities/wharves/netting	400,000	0	0	25,000	0	0	0	0	0	0	375,000
2. Planting / regeneration	25,000	2,500	2,500	0	2,500	2,500	2,500	2,500	2,500	2,500	5,000
3. Bush regeneration \$2,000 p/a until 2013	20,000	0	0	0	2,000	2,000	2,000	2,000	2,000	2,000	8,000
	445,000										
Wharf Reserve (Fern Road Reserve)											
1. Walkway	10,000	0	10,000	0	0	0	0	0	0	0	0
2. Signage	2,000	0	2,000	0	0	0	0	0	0	0	0
	12,000										
Other Works											
Skateboard/Multicourt (location TBD)			50,000	0	0	0	0	0	0	0	0
Playgrounds – Replace Structures (5-yr prog)			30,000	20,000	20,000	20,000	0	0	0	0	0
Park Furniture Replacements			10,000	0	10,000	0	0	0	0	0	0
		117,500	419,000	375,500	222,500	199,500	139,500	168,500	203,500	205,000	2,046,000



HUNTER'S HILL COUNCIL
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	2	3	4	5	6	7	8	9	10
REVENUE	2004/05	2005/06	2006/07	2007/08	2008/09	2009/10	2010/11	2011/12	2012/13
Sustainability Levy	67,500	63,345	65,245	67,202	69,219	71,295	73,434	75,637	77,906
Grants-SHFIP	25,000	0	0	0	0	0	0	0	0
Grants-WADAMP	0	15,000	15,000	15,000	25,000	0	25,000	25,000	25,000
Grants-RTA Cycleways	0	25,000	25,000	0	0	0	0	0	0
Grants - Sport & Rec	0	0	0	0	0	7,500	7,500	15,000	15,000
Section 94	25,000	100,000	50,000	25,000	25,000	0	0	25,000	25,000
Contributions (Hutchison's C/Ch & Boronia Pk)	0	40,060	40,180	40,301	40,422	40,543	40,665	40,787	40,909
Contributions (Hutchison's Weil Park)	0	0	20,000	20,060	20,120	20,181	20,241	20,302	20,363
Natwest Bond to complete Condition of Consent	0	80,000	0	0	0	0	0	0	0
Rate Revenue	0	95,595	160,075	74,937	19,739	0	0	1,774	822
Pay-N-Display Fees – Clarke's Point	0	0	0	0	0	0	0	0	0
Pay-N-Display Fees – Buffalo Creek	0	0	0	0	0	0	0	0	0
	117,500	419,000	375,500	222,500	199,500	139,519	166,840	203,500	205,000



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CATCHMENT	EXPENDITURE	Estimate	2004/05	2005/06	2006/07	2007/08	2008/09	2009/10	2010/11	2011/12	2012/13	2013/23
			Expend									
Alexandra Street	Siltation trap	8,000	0	8,000	0	0	0	0	0	0	0	0
Bateman's Road	Upgrade inlet capacity at upstream sections	38,000	0	18,000	0	0	0	0	0	0	0	0
Bayview Crescent	Silt arrester pit	10,000	0	10,000	0	0	0	0	0	0	0	0
Bonnefin Road	Upgrade pit inlet capacity and pipeline near no. 47	15,000	0	0	0	0	0	0	0	15,000	0	0
	Upgrade pit inlet capacity and pipeline near no.59	35,000	0	0	0	0	0	0	0	5,000	23,000	7,000
	Upgrade pit inlet capacity	6,000	0	6,000	0	0	0	0	0	0	0	0
Brickmaker's Creek	Upgrade of pipeline network	600,000	0	0	0	20,000	20,000	20,000	20,000	20,000	20,000	460,000
	Design Work	20,000	0	0	20,000	0	0	0	0	0	0	0
Clarke Road	Siltation trap	9,000	0	0	0	0	0	0	9,000	0	0	9,000
Ferdinand Street	Reconstruct pipeline with detention basin	150,000	0	0	0	0	0	0	0	0	0	150,000
Francis Street Reserve	Constructed wetlands	150,000	20,912	25,000	25,000	25,000	25,000	25,000	0	0	0	0
Gladstone Avenue	Upgrade at Nelson Parade-construct basins / wetlands	75,000	0	0	0	0	0	0	25,000	25,000	25,000	0
Hillcrest Avenue	Upgrade drainage system	750,000	6,358	0	30,000	20,000	20,000	20,000	20,000	20,000	20,000	600,000
	Design Work	10,000	0	0	0	0	0	0	0	0	0	0
Hunter Street	Upgrade inlet capacity	7,000	0	0	0	0	0	7,000	0	0	0	7,000
Margaret Street	Siltation trap	9,000	0	0	0	0	0	0	9,000	0	0	9,000
Mornington Reserve	Construct detention basins and rehabilitate creek	75,000	0	0	0	0	0	0	0	0	0	75,000
Park Road Reserve	Construct detention basins	50,000	0	0	0	0	0	0	0	0	0	50,000
Princes Street	New pipeline	160,000	0	0	0	0	0	0	0	0	0	160,000
Reiby Road	Reconstruct collapsed pipeline	40,000	0	0	0	0	0	0	0	0	0	40,000



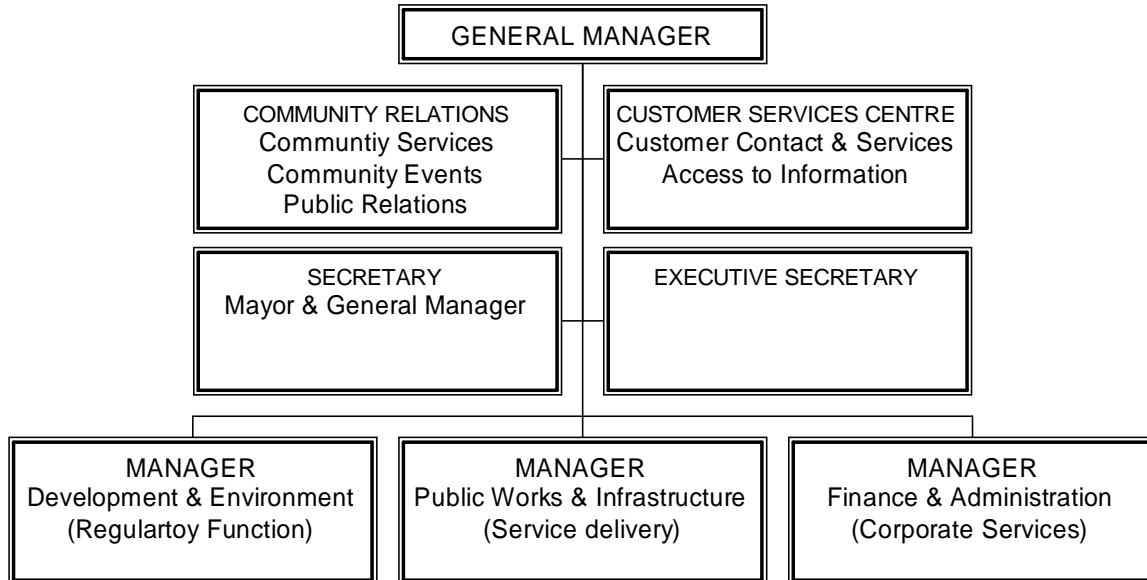
HUNTER'S HILL COUNCIL
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CATCHMENT	EXPENDITURE	Estimate	2004/05	2005/06	2006/07	2007/08	2008/09	2009/10	2010/11	2011/12	2012/13	2013/23
			Expend									
Various catchments	Environmental enhancement 35 outlets at \$20,000	700,000	8,000	14,000	14,000	14,000	15,000	15,000	15,000	15,000	15,000	300,000
	Prepare plans of management	30,000	16,818	0	0	10,000	10,000	10,000	0	0	0	0
	Drain stencilling	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
	Investigate on-site collection and re-use of water	5,000	0	5,000	0	0	0	0	0	0	0	5,000
		736,000										
Venus Street	Upgrade drainage system	700,000	0	0	0	0	0	0	0	0	0	700,000
	Design Work	0	0	0	0	0	0	0	0	0	0	0
Victoria Road	Upgrade drainage system	120,000	0	0	0	0	0	0	0	0	0	120,000
Viret Street	Upgrade pit inlet capacity	6,000	0	0	0	3,000	3,000	0	0	0	0	0
Weil Park	Upgrade inlet capacity at Nelson Parade	36,800	0	0	0	0	0	0	0	0	0	36,800
Wybalena Road	Upgrade pit inlet capacity at the south end of road	12,000	0	0	0	0	0	0	0	0	0	12,000
	Total Expenditure	4,563,800	53,088	87,000	90,000	93,000	94,000	98,000	99,000	101,000	104,000	2,741,800
	REVENUE		2004/05	2005/06	2006/07	2007/08	2008/09	2009/10	2010/11	2011/12	2012/13	
	Sustainability Levy		53,088	63,654	65,564	67,531	69,556	71,643	73,792	76,006	78,286	
	Section 94		0	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	
	Rate Revenue		0	0	0	0	0	0	0	0	0	
	Total Revenue		53,088	88,654	90,564	92,531	94,556	96,643	98,792	101,006	103,286	



Management STRUCTURE

Organisational Chart



In February 1997 Council adopted an Organisational Structure to reflect Council's desire to be more customer focused and to respond to the external pressures of competition policy and competitive tendering.

The purpose of this structure is to:

- Remove barriers to improvement.
- Create a structure that facilitates change.
- Focus on the customer (internal and external).
- Promote an environment that supports continuous improvement.
- Empower employees to act in accordance with their responsibilities.

The Local Government Act (1993) requires that a Council review the organisation structure within the first twelve months after a quadrennial election. In February 2000 Council resolved to reconfirm the above structure.



Other Reporting REQUIREMENTS

(a) Council's audited financial reports

Council recorded a net operating surplus of \$0.510 million for 2005/2006, an increase from a surplus of \$0.443 million in 2004/2005.

Revenue from rates and annual charges was \$6.952 million, grants and contributions \$0.887 million, user charges & fees \$0.842 million, interest \$0.424 million and other revenues was \$0.484 million.

The total expenses from ordinary activities of \$9.079 million included \$0.951 million depreciation, amortization and Impairment of assets.

Overall Council's total cash and investment have increased from \$7,323 million in 2004/2005 to \$7.354 million in 2005/2006. Council's Net Current Assets have increased from \$3.885 million in 2004/2005 to \$4.541 million in 2005/2006

The performance indicators included in this report support this maintained position.

Further information concerning Council's financial performance is shown in the following financial statements and detailed information is contained in Council's audited financial reports, which are available for public inspection.



Statement OF FINANCIAL PERFORMANCE

Income Statement

	Actual 2006 \$'000	Actual 2005 \$'000
EXPENSES FROM ORDINARY ACTIVITIES		
Employee Costs	3,478	3,248
Materials & Contracts	2,965	2,497
Borrowing Costs	121	133
Depreciation, Amortisation & Impairment	951	1,080
Loss from Disposal of Assets	3	-
Other Operating Expenses	1,561	1,590
Expenses from Continuing Operations	9,079	8,548
INCOME		
Revenue		
Rates & Annual Charges	6,952	6,709
User Charges & Fees	842	853
Interest Received	424	424
Other Revenues	484	192
Grants & Contributions - Operating	599	575
Grants & Contributions - Capital	288	227
Other Income		
Profit from Disposal of Assets	-	11
Revenues from Continuing Operations	9,589	8,991
NET OPERATING RESULT FOR THE YEAR	510	443
Net Operating Result before capital Grants and contributions provided for capital purposes	222	216



Statement OF FINANCIAL POSITION

	Actual 2006 \$'000	Actual 2005 \$'000
CURRENT ASSETS		
Cash and Cash Equivalents	7,354	7,323
Receivables	870	397
Inventories	48	44
Other	154	224
TOTAL CURRENT ASSETS	8,426	7,988
NON -CURRENT ASSETS		
Receivables	114	116
Property, Plant & Equipment	244,702	245,176
Other	131	82
TOTAL NON-CURRENT ASSETS	244,947	245,374
TOTAL ASSETS	253,373	253,362
CURRENT LIABILITIES		
Payables	2,645	2,968
Borrowings	255	243
Provisions	955	892
TOTAL CURRENT LIABILITIES	3,855	4,103
NON-CURRENT LIABILITIES		
Borrowings	1,852	2,108
Provisions	22	17
TOTAL NON- CURRENT LIABILITIES	1,874	2,125
TOTAL LIABILITIES	5,729	6,228
NET ASSETS	247,644	247,134
EQUITY		
Accumulated Surplus	247,644	247,134
TOTAL EQUITY	247,644	247,134



Statement OF PERFORMANCE MEASUREMENT

1. Current Ratio 2005/2006

Factors	Amount s	2006	2005	2004	2003
Current Assets	<u>8,427</u>				
Current Liabilities	3,855	2.19	1.95	2.73	-

2. Unrestricted Current Ratio 2005/2006

Factors	Amount s	2006	2005	2004	2003
Unrestricted Current Assets	<u>6,452</u>				
Current Liabilities not relating To Restricted Assets	1,681	3.84	3.76	3.98	4.86

3. Debt Service Ratio 2005/2006

Factors	Amount s	2006	2005	2004	2003
Net Debt Service Cost	365				
Operating Revenue	<u>9,102</u>	4.01%	4.25%	4.42%	0.08%

4. Rate & Annual Charges Coverage Ratio 2005/2006

Factors	Amount s	2006	2005	2004	2003
Rates & Annual Charges	<u>6,952</u>				
Total Revenues	9,589	72.50%	74.62%	74.28%	75.03%

5. Rate & Annual Charges Outstanding Percentage 2005/2006

Factors	Amount s	2006	2005	2004	2003
Rates & Annual Charges Outstanding	<u>283</u>				
Rates & Annual Charges Collectable	7,243	3.91%	3.91%	3.83%	6.03%



Statement OF CHANGES IN EQUITY

	ACCUMULATED SURPLUS		COUNCIL EQUITY INTEREST		TOTAL	
	2006 \$'000	2005 \$'000	2006 \$'000	2005 \$'000	2006 \$'000	2005 \$'000
Balance at beginning of the reporting period	247,134	246,691	247,134	246,691	247,134	246,691
Change in Net Assets recognised in the Statement of Financial Performance	510	443	510	443	510	443
Balance at end of the reporting period	247,644	247,134	247,644	247,134	247,644	247,134



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Revenues, expenses and assets have been directly attributed to the following functions/activities.

	REVENUES			EXPENSES			OPERATING RESULTS			GRANT INCLUDED IN REVENUE		TOTAL ASSETS HELD (CURRENT AND NON-CURRENT)	
	Original Budget 2006 \$'000	Actual 2006 \$'000	Actual 2005 \$'000	Original Budget 2006 \$'000	Actual 2006 \$'000	Actual 2005 \$'000	Original Budget 2006 \$'000	Actual 2006 \$'000	Actual 2005 \$'000	Actual 2006 \$'000	Actual 2005 \$'000	Actual 2006 \$'000	Actual 2005 \$'000
ADMINISTRATION	107	87	94	3,279	3,173	2,888	-3,172	-3,084	-2,796	4	-	11,669	11,676
PUBLIC ORDER & SAFETY	5	10	6	503	465	447	-498	-455	-441	0	0	29	5
HEALTH	30	30	30	118	97	104	-88	-67	-73	0	0	3	2
COMMUNITY SERVICES & EDUCATION	71	86	78	299	289	292	-228	-203	-214	16	14	4,355	4,411
HOUSING & COMMUNITY AMENITIES	1,760	1,849	1,807	2,324	2,135	2,037	-564	-286	-229	5	17	2,363	2,348
WATER SUPPLIES	0	0	0	0	0	0	0	0	0	0	0	0	0
SEWERAGE SERVICES	0	0	0	0	0	0	0	0	0	0	0	0	0
RECREATION & CULTURE	342	770	806	1,680	1,639	1,631	-1,338	-869	-826	110	66	223,865	223,706
FUEL & ENERGY	0	0	0	0	0	0	0	0	0	0	0	0	0
MINING, MANUFACTURING & CONSTRUCTION	94	80	91	105	98	93	-11	-18	-2	0	0	106	117
TRANSPORT & COMMUNICATION	587	800	392	1,013	1,181	1,054	-426	-380	-662	191	59	10,983	11,097
ECONOMIC AFFAIRS	2	1	1	3	2	2	-1	-2	0	0	0	0	0
TOTALS FUNCTIONS	2,998	3,713	3,305	9,324	9,079	8,548	-6,326	-5,364	-5,243	326	156	253,373	253,362
GENERAL PURPOSE REVENUES	6,316	5,876	5,686	0	0	0	6,316	5,874	5,686	400	382	0	0
TOTALS	9,314	9,589	8,991	9,324	9,079	8,548	-10	510	443	726	538	253,373	253,362



Other REPORTING REQUIREMENTS

(b) Council's Performance Against Targets

See Section B – Performance Against Targets attached to this Report.

(c) State of the Environment Report in Hunters Hill

The State of the Environment Report (SoE) is designed to comply with the SoE reporting requirements as outlined in the Local Government Act, 1993 and to provide a platform for future strategic planning through the Environmental Management Plan.

The SoE has been complied regionally within the NSROC groups of Councils. The SoE is attached with this Report.

(d) Condition of Public Works

Council has a large inventory of assets for the provision of basic public services and community services.

The category of the assets for reporting purposes are:

- Roads
- Footpaths
- Drainage
- Seawalls
- Wharves
- Baths
- Buildings
- Reserves and the Natural Environment

Most of the Assets have been placed on a database and have been assessed for condition rating. The measurement of improvement in the natural environment is not fully documented at this stage, however the base line condition has been established in many areas.

Roads

Council has an aging inventory of roads and a summary of condition report is given below:

	Area	% of Total Area	Cost of Upgrade
Condition 1	32475	5.85	NA
Condition 2	192998	33.42	NA
Condition 3	108772	19.59	NA
Condition 4	70669	12.73	NA
Condition 5	75553	13.61	NA
Condition 6	57687	11.73	\$1138860
Condition 7	17059	3.07	\$ 687360



The conditions are defined as:

- Condition 1 Newly constructed
- Condition 2 Over 5 years old but fully maintained as new
- Condition 4 Good condition
- Condition 5 Average condition
- Condition 6 Worn but Serviceable
- Condition 7 Poor – Replacement required

The reconstruction or rehabilitation of many of the 6 & 7 condition pavements will require low cost pavement construction methods. Subject to investigations simple solutions may be found for the condition 6 pavements eg. Mill and resheet methods.

Condition 7 pavements could be addressed in a relatively short time frame.

Footpaths

Council has a well developed system for footpath inspection and assessment. The prioritisation of construction maintenance work is based on the strategies developed from the inspection and assessment system.

The replacement of footpaths and provision of new footpath has accelerated in the period. The expansion of telecommunication capacity in the area has resulted in considerable road opening activity with full footpath replacement in many locations.

Whilst street tree plantings represent the largest single factor in footpath distress and risk management exposure the level general condition rating has improved in recent years. Council is in a position to be more responsive to footpath deterioration as it occurs.

Drainage

The needs of the drainage system relate to three factors:

1. Augmentation

The provision of drainage needs to meet with industry best practice. Much of the earlier construction in Hunters Hill were provided to low standards and in many areas the capacity of these earlier lines is substandard as compared to the standards of today. The degree of augmentation required is considerable in some locations. A heavy capital program is required to address these areas. The Environmental Levy will see the progressive study of some of the older catchments where flooding has occurred. The Hillcrest Avenue estate catchment is the first one that has been analysed. Additional studies on the Gladesville Commercial Area catchment and Brickmaker's Creek are being undertaken.



2. Deterioration of Asset

Under the accounting rules set by the Department of Local Government most of Council's drainage lines are fully depreciated. Most of the network presents as being serviceable however with unknown condition rating in some locations failures remain a reasonable probability. Little residual value can be assigned to most of the pipe network.

It is found in these circumstances and from video inspection of pipelines that the original selection of material and specifications was variable. Most of pipeline maintenance is to correct tree root damage.

3. Environmental Improvement

The provision of environmental enhancements on drainage systems is of growing importance. In Hunters Hill this requires the retrofitting of existing systems. Earlier subdivisional standards and narrow easement widths severely limit options for future upgrades.

Environmental enhancements include, gross pollutant traps, trash racks, silt control measures and water quality treatment.

Notwithstanding the limitations improvements have been made to a pond in Riverglade Reserve.

Seawalls

Council has a considerable inventory of sea walls. The condition rating on this class of asset is generally poor and some walls have collapsed.

The baseline condition was defined in a joint study with DUAP "Parramatta River Sea Wall Condition Report".

The seawall at Pulpit Point was reconstructed during the period.

Wharves

Council maintains three wharves. The wharves are located at Alexandra Street, Valentia Street and Huntley's Point. The Huntley's Point Wharf is assessed as being in poor condition requiring the replacement of the steel piles.

Baths

Council has maintained two baths.

Woolwich Baths are in good condition.

Henley Baths have been closed for the third season, as major reconstruction work is required. Council is to decide on the future of Henley Baths.



Buildings

Council buildings are in satisfactory condition with maintenance programs flowing on from year to year. Problems exist with older buildings that have exceed their useful lives and require major works to bring them up to a satisfactory standard.



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Category	Asset	Condition as at 30/6/06	Estimate of Cost to bring to Satisfactory Standard	Estimate of Cost to Maintain Standard
Buildings	Town Hall	Satisfactory	\$0	\$120,000
	Depot	Satisfactory. - external painting required	\$100,000	
	Fairland Hall	Unsatis. - rotten floor boards, rising damp problem in basement, heating & cooling problem	\$150,000	\$5,000
	Croquet Club	Satisfactory	\$10,000	\$5,000
	Henley Cottage	Satisfactory	\$25,000	\$5,000
	SES Shed	Satisfactory	\$0	\$0
	Gladesville Rd (No.42)	Satisfactory	\$40,000	\$2,500
	Gladesville Rd (No.44)	Good Cost \$40,000 Rebuilt	\$5,000	\$5,000
	Gladesville Rd (No.46)	Satisfactory	\$25,000	\$2,500
	10 Cowell Street	New condition Rebuilt	\$0	\$5,000
Child Care Centres	6 Pittwater Road	Unsatis. - certain measures req'd to satis. YACS guides	\$10,000	\$5,000
	9 Church Street	Good	\$0	\$5,000
Amenities/ Toilets including Recreation Grounds & Buildings.	Boronia Park Grand Stand	Satisfactory – Provision of disabled toilet - upgrade required.	\$40,000	\$10,000
	Gladesville Reserve	Unsatis. - Eaves damaged, canteen roller shutter damaged, minor masonry repairs req'd, sewer pump upgrade, equipment store room	\$25,000	\$9,000
	Buffalo Creek Reserve	Satisfactory	\$0	\$8,000
	Clarke's Point Reserve	Unsatisfactory - No electricity to amenity building, sewer pump upgrade req'd	\$200,000 New toilet block	\$5,000
	Weil Park	Satisfactory	\$0	\$2,000
	Valentia Street	Satisfactory	\$0	\$2,500
Wharves/ Boat Sheds	Huntley's Point Wharf	Poor	\$350,000	\$8,000
	Alexandra St. Wharf	Satisfactory	\$40,000	\$2,000
	Valentia St. Wharf	Scheduled Repairs	\$45,000	\$4,000



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Category	Asset	Condition as at 30/6/06	Estimate of Cost to bring to Satisfactory Standard	Estimate of Cost to Maintain Standard
	Ferry St. Shelter	Satisfactory	\$0	\$1,000
	Ferdinand St Boat Shed	Satisfactory	\$0	\$1,000
Tidal Pools	Henley Baths	Not in use Write Off	\$40,000	\$2,000
	Woolwich Baths	Satisfactory	\$15,000	\$5,000
Roads	Urban Roads	Pavement Rehabilitation Works required on 15% of road network.	\$2,500,000	\$1,500,000
	Regional Roads	Pavement Rehabilitation Works required in localised areas.	\$50,000	\$90,000
	Bridges	Satisfactory	\$0	\$1,500
Footpaths		Paved footpaths require work in identified slip, trip and fall locations.	\$500,000	\$50,000
Stormwater Drainage	Pits & Pipes	Localised repairs required - further investigations are required	\$1,000,000	\$40,000



(e) Legal Proceedings

During this period Council received eleven (11) notices of appeal to the Land and Environment Court of NSW against Council's determination of Development Applications or where applicants filed appeals before Council had made a determination of the application under the "Deemed refusal" provisions of the *Environmental Planning and Assessment Act 1979*.

Of the eleven notices that were filed, Council was successful in defending five (5) cases. Three (3) of the appeals were dismissed and two (2) of the cases were discontinued. One of the appeals is still in progress and Council is waiting on a reserved decision on this matter. A total of five (5) appeals were upheld and the court issued consent orders.

The results of these appeals and other legal matters are set out in the table below. As can be seen below, there are a number of appeals that have been discontinued, including resolution through consent orders handed down by the Court following a process of successful negotiated outcomes. This approach of mediation is also endorsed by the Court, following amendments to the court directions, hence resulting in sustainable planning outcomes for both parties.

With regard to upheld appeals, it should be noted that the Court Orders may amend plans from the initial plans to those submitted to Council, and the Orders also provide for additional conditions to the consent which address amenity issues to neighbours and the protection of the streetscape and heritage character of the area.

In addition to appeals Council often requires legal advice from its solicitors, in respect of general matters such as contracts, leases and other matters pertaining to the planning, building and regulatory functions of the Council. For the 2005/2006 period there have been six (6) matters of illegal and unauthorised works, which Council is pursuing, where at this stage four of the appeals are still in progress.

Council's total legal expenditure for the 2005/2006 period, including payment to consultants who were engaged by the Council to act as expert witnesses or when in-house expertise is not available, amounted to \$358,224 made up as follows:

	2005/2006	2004/2005	2003/2004
ADMINISTRATION	140,429	24,437	77,074
TOWN PLANNING	213,604	237,735	289,198
BUILDING	0	0	0
PUBLIC ORDER & SAFETY- ANIMAL CONTROL	0	0	0
ENVIRO HEALTH	0	0	0
ENGINEERING	4,191	3,105	4,373
TOTAL	358,224	265,277	370,645



TABLE 1: LEGAL- TOWN PLANNING 2005/2006

	ADDRESS	ISSUE	RESULT	COST
1	32 Alexandra St	Appeal – Refusal	Discontinued	\$2,724.00
2	16A Wybalena Road	Illegal Works	Applicant has failed to pay Councils costs Purs. Outstanding Debt.	\$1,602.00
3	24 Barons Cres	Illegal Works	Matter Proceeding	\$450.00
4	24 Sunnyside St	Appeal – Refusal & Appeal for Costs	Appeal Upheld - Consent Orders (2.8.04) Appeal for Costs Lost (18.2.05)	\$228.00
5	63-65 Ryde Rd	Deemed - Refusal Appeal	Appeal Upheld- Consent Orders	\$33,505.00
6	10A Barons St	Illegal Works	Matter Proceeding	\$1,191.00
7	18 Sunnyside St	Deemed - Refusal Appeal	Appeal Upheld - Consent Orders	\$40,344.00
8	197 Victoria Rd	Illegal Works	Matter Resolved	\$968.00
9	18 Prince Edward Pde.	Deemed - Refusal Appeal- Prop. Garage. Deemed - Refusal Appeal- s96	Appeal Dismissed Appeal Upheld- Consent Orders	\$19,150.00
10	14 Lyndhurst Cres	Appeal – Refusal	Appeal Upheld- Consent Orders	\$7,832.00
11	63-67 High St	Deemed - Refusal Appeal	Appeal Dismissed	\$22,184.00
12	39 Bonnefin Rd	Deemed - Refusal Appeal	Matter Proceeding - Decision reserved	\$34,352.00
13	25 Ernest St	Illegal Works	Matter Proceeding	\$15,006.00
14	1 Earl St	Appeal – Condition of Consent	Discontinued	\$7,897.00
15	10A The Point Rd	Illegal Works	Matter Proceeding	\$26,761.00
16	20 Mount St	Deemed - Refusal Appeal - Proposed Alts & Adds. Appeal - Refusal - s96	Appeal Dismissed Appeal Upheld - Consent Orders	\$6,371.00
17	31 Alexandra St	Illegal Works	Matter Resolved	\$2,048.00

(f) Mayor/Councillor Fees and Expenses

The Mayor receives an annual allowance of \$15,131.00 to assist with Council duties. Councillors receive an allowance of \$94,289.00 per year as well as travel allowances for Council related activities. Councillors attended the following conferences during the year:

- Local Government Association of NSW Conference 2005 at a cost of \$5,000.00.



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Council has adopted a 'Facilities and Expenses' Policy for Councillors. Separate costs have not been recorded for expenses associated with Council meetings, motor vehicle usage, and expenses related to the use of Council facilities and equipment.

The policy provides for the following facilities to assist Councillors in the performance of their Council duties:

- Reasonable supply of Council stationary
- Business cards
- Hunters Hill tie/scarf
- Name badge
- Use of Committee Room, telephone and office equipment during business hours or otherwise as arranged with the Mayor or approved by the Council
- Transport on works or other committee inspections with relevant staff
- Light refreshments after Council meetings

The following additional facilities are provided for the Mayor:

- Mayoral stationary and postage
- Mayor's office with telephone and use of office equipment
- Access to secretarial support assigned by the General Manager
- Use of the Town Hall or other Council premises for civic or ceremonial purposes without charges

The Mayor and Councillors did not undertake any overseas visits that resulted in any cost to Council.

(g) Senior Staff

The position of General Manager is a Senior Staff position in accordance with Section 334 of the Local Government Act.

The General Manager is generally responsible for the efficient and effective management of the Council's organisation and for ensuring the implementation, without undue delay, of decision of the Council.

Particular functions of the General Manager include:

- The day-to-day management of Council.
- To exercise such of the functions of Council as are delegated by Council to the General Manager.
- To appoint staff in accordance with an organisational structure and resources approved by the Council.
- To discipline and dismiss staff.
- To implement Council's equal Opportunity Management Plan.
- Other functions as may be conferred or imposed on the General Manager by or under the Local Government Act or any other Act.



The current General Manger commenced service on 23 September 1996 on a five-year performance based contract and renewed for a further five years from 23 September 2001.

- a) Total remuneration package for 2005-06 of General Manager = \$148,032
- b) Total amount of any bonus payments, performance or other payments that do not form part of the salary component = \$5000
- c) Total payable superannuation (salary sacrifice and employers contribution) = \$16,325
- d) Total value non-cash benefits = \$11,707
- e) Total payable fringe benefits tax for non-cash benefits = \$0

(h) Contracts Awarded

Council awarded no contract during 2005/2006 that exceeded \$100,000.

(i1) Bush Fire Hazard Reduction Activities

Hunter's Hill Council is included in the NSW Fire Brigades district ZONE NORTH 2 together with Willoughby, Ryde Lane Cove Council's and Lane Cove National Park, administered by NPWS.

Due to the mainly small size of the remnant bushland in Hunters Hill and the need to protect the habitat values there are very few broad acre burns, instead pile hazard reduction burns are undertaken. These are carried out by NSW Fire Brigades, Bushfire/Rescue Section. See the annual State of Environment Report forwarded with this report for further details.

(l) Contributions or Grants Under Section 356.

Community Grants and Donations

Total expenditure was \$6500 and individual grants and donations are listed below.

Recipient Organisation	Amount
Easy Care Gardening	\$100
Riverside Preschool	\$100
Technical Aid to the Disabled	\$200
Ryde/Hunters Hill Community Transport	\$200



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Recipient Organisation	Amount
DARTS	\$250
Aunties & Uncles Cooperative Family Project Ltd	\$250
Schizophrenia Fellowship NSW	\$285
Gladesville Community Aid	\$300
B.I.R.D.S.	\$400
Hunters Hill Respite Care	\$500
Lifestart Cooperative Ltd	\$500
Ryde/Hunters Hill Citizen Advocacy	\$500
Convict Trails Project	\$100
Gladesville Learning for Leisure	\$200
Hunters Hill Croquet Club	\$200
Blandville Court Tennant's Group	\$200
Hunters Hill Historical Society	\$250
Villa Maria Playgroup	\$250
1st Boronia Scouts	\$250
Figtree Playgroup	\$250
Discover Hunters Hill Inc.	\$250
Hunters Hill Theatre	\$300
Rotary Youth Driver Awareness (Gladesville) Rotary Club of Gladesville	\$300
Moocooboola Computer Club	\$365
TOTAL	\$6500

(m) Human Resource Activities

The human resources plan identifies key components, which determine the future direction of Council in terms of its strategic management of people. Within each of these components, specific human resources strategies are identified, which have either been implemented, or are currently being developed, to enable the successful achievement of Council's human resources objectives.

Some of the key human resources activities conducted during the 2005/06 year have been outlined in the matrix below:

STAFF INDUCTION / COUNCIL ORIENTATION
Update employee handbook



Conduct induction session
HR POLICIES
HR Policy & Procedures Manual
Employee handbook
Child Protection Policy
Probation policy
EEO policy
Performance Appraisal Policy
Learning & Development Policy
OCCUPATIONAL HEALTH & SAFETY
Occupational Health & Safety Policy
Drug & Alcohol Policy
Design and distribute Manual Handling handbook
Conduct workplace inspections
RECRUITMENT & SELECTION
Advertisements
Maintain database
Design questions
Arrange and conduct interviews
Reference checks
Arrange medicals
Letter of Offer
3-MONTH PROBATION PERIOD
Provide probationary forms to manager and employee
Send successful probation letter to staff member and personnel file
Conduct probation session and assessment
STAFF TRAINING
Maintain staff training plan
Arrange courses
Training needs analysis
EMPLOYEE PERFORMANCE
Review competencies
Conduct appraisals
Draft performance management letters
Performance Review handbook for staff and team leaders
Rewards scheme for staff - Employee of the Quarter
Staff Counselling / Complaints
SEPARATION
Exit Interviews

TRAINING AND DEVELOPMENT

The human resources plan provides that Council adopts a planned and structured approach to training and development to:

Ensure that the current training needs at organisational, departmental and individual employee levels are met, thus improving organisational performance and effectiveness

Identify current and future requirements for training i.e. skills development



Facilitate the development of a “learning” culture within Council including job rotation, coaching and monitoring

Measure the effectiveness of training and development plan.

Training during the 2005/06 focussed primarily on compliance training for legal requirements and continued to support specialised, technical skills and new information technology to improve employee skills in this area.

In-house training was provided to staff in the area of Business Writing and Grammar.

The Occupational Health and Safety Act (2000) requires employers to ensure the physical and psychological health, safety and welfare of all employees. This includes the issue of workplace bullying. Both indoor and outdoor staff attended briefings and workshops on “Good Working Relationships”.

EQUAL EMPLOYMENT OPPORTUNITY

Hunters Hill Council is committed to providing a workplace free from discrimination and harassment and to ensuring that all employees and prospective employees are afforded equal access to opportunities and benefits related to employment, promotion and training.

Council has prepared and implemented an Equal Employment Opportunity Plan. The plan includes provisions relating to:

- a) The devising of policies and programs by which the objects of this Part are to be achieved.
- b) The communication of those policies and programs to persons within the staff of the council.
- c) The collection and recording of appropriate information.
- d) The review of personnel practices within the council (including recruitment techniques, selection criteria, training and staff development programs, promotion and conditions of service) with a view to the identification of any discriminatory practices.
- e) The setting of goals or targets and assessing the success of the plan in achieving such goals.
- f) The revision and amendment of the plan.
- g) A council may, from time to time, amend its equal employment opportunity management plan.

Hunters Hill Council’s Consultative Committee approved the EEO Plan at the meeting on 30 August 2006. At the meeting the Committee recommended that the EEO Plan be submitted to Council for formal adoption.



COMPETENCY ASSESSMENTS

Competency assessments of office and outdoor staff have been undertaken to assist in the training needs analysis process.

Council uses the criteria/competencies identified for each position to ensure both internal / external training programs and tertiary courses are delivering those competencies.

Council is committed to ensuring that external training programs are accredited, evaluated and reviewed regularly to maintain relevancy, currency and quality of courseware and course delivery.

Council continues to support staff undertaking qualifications related to their current position or in line with their career path at Council. Financial support is provided through its Study Assistance scheme.

Staff attended the following training programs (over page) during the 2005/06 year:



2005/2006 Financial Year

Date	Course
27 July – 29 July 05 (3 days)	6411- Chainsaw Operations Level 1 Course – Ryde TAFE. \$625 per person
24 – 26 August 05 (3 days)	6411- Chainsaw Operations Level 1 Course – Ryde TAFE. \$625 per person
24 August 2005	Conversion to a WorkCover Construction Induction Certificate Outstanding:
30 Aug – 1 Sep 2005	Basic Tree Felling/Safety Course – 3 day course, NSCA TEMS course at Gosford
July 2—3 – Dec 2005	Reimbursement of Post Grad Fee for one subject only LS 325. Graduate Diploma in Urban Planning
20 July 2005	Taxation of Employee Salaries 2005/2005, Carlton Crest Hotel, 169 Thomas St, Sydney
27 July 2005	Public Art Policy and Planning for Local Government – level 2 by Local Govt Assoc
27 July 2005	Applying the LEC Planning Principles to the Design and Assessment of Development in NSW, Powerhouse Museum, Harris Street, Ultimo
24 July 2005	Dieback Forum, Sydney Harbour Federation Trust Office, Mosman
26 July 2005	Graduate Certificate in Management, majoring in Community Management at UTS
September 2005	MR truck driving course – A & L Heavy Vehicle Driver training
27 October 2005	Smarttrain-Chemical Safety 9015 – Western Sydney Inst.of TAFE – OTEN – 1 Sep 05
TBA	Driving lessons for Truck Driving Licence – Cost RTA Approx \$76 + Driving lessons @\$90/hr
16 September 2005	NSROC Media Training Workshop
21-22 September	Principles of Questionnaire Design - training rooms at the ABS's centrally located premises at St Andrew's House, adjacent to Sydney Town Hall.
18-19 August 2005	Asset Economics – effectively managing the life cycle costs of assets – Carlton Crest Hotel Sydney 18-19 August 2005
23 August 2005	Typequick – through Ultimo TAFE – Flexible Learning Centre
20 & 21 September 2005	Basics of Rating – NSW Rating Professionals Inc
26 & 27 September 2005	In-house training – Business writing skills (19 participants) Lunch to be provided.
11 & 12 October 2005	In-house training – Business writing skills (9 participants) Lunch to be provided.
June 22,23 & 30 2005	Safety Checking of Electrical, TAFE North Sydney, St Leonards
12 September 2005	Planning a Safe Event



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Date	Course
20 September 2005	Engineering Heritage Conference
6 October 2005	StateCover Training
10 & 11 October 2005	NSW Rating Professionals – Debt Recovery
17 October 2005	Minute taking course – LGSA
3 & 4 November 2005	Rating Issues at the Enquiry Counter – NSW Rating Professionals Inc
5-6 December 2005	NSW Local Roads Congress
2-3 March 2006	Coastal Saltmarsh Recent Techniques for Rehabilitation
24 February 2006	FBT Seminar – NTAA
8 February 2006	Writing Speeches for Other People
7-9 May 2006	NSW Local Govt Finance Professionals Conference
7-9 May 2006	NSW Local Govt Finance Professionals Conference
7-9 May 2006	NSW Local Govt Finance Professionals Conference
29 & 30 March 2006	2 day Registration – Waste
24 March 2006	Handling Difficult People workshop
6 April 2006	Introduction to Local Govt
4.6.06 – 9.6.06	Local Govt Finance – 1 week intensive
14 June 2006	EEO Training – Workplace Bullying & Harassment
9 May 2006	NSW IAM Seminar
1 May 2006	Archaeology Workshop
Sun 21/5 – Wed 24/5	IPWEA NSW Annual Conference & Awards
15 & 16 May 2006	Stormwater Management Course
27 June 2006	RTA Blue Ticket - Traffic Control Training Course (facilitated by Comet Training Pty Ltd inhouse)



EQUAL EMPLOYMENT OPPORTUNITY (EEO)

MANAGEMENT PLAN

2006 – 2010

INTRODUCTION

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

Aims of Hunters Hill Council's EEO Management Plan:

To ensure that prospective employees are treated equitably when applying for positions within Council.

- * To facilitate the fair and equitable treatment of its employees by promoting a workplace free of discrimination.
- * To promote and encourage good working relationships and providing 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 Hunters Hill Council has a responsibility to ensure compliance with this legislation.



1. COMMUNICATION AND AWARENESS

Objective:

1.1 To ensure that all employees (ie supervisory and non-supervisory employees) are aware of:

- * EEO principles
- * Their responsibilities in relation to EEO principles
- * The existence of the EEO Management Plan and where it is located
- * Council's lack of tolerance of harassment in the workplace.

Actions	Target	Responsibility	Performance Indicators	Target Date
Arrange training for managers and supervisory staff on EEO principles and their responsibilities relating to the appropriate legislation.	Supervisory employees	HR	All managers and supervisory staff trained. Managers updated when changes occur to the legislation. Managers conduct retraining sessions for their supervisors when changes occur to the legislation.	Commenced (May 2006) and ongoing
Conduct training for all non-supervisory staff on EEO principles and their responsibilities relating to the appropriate legislation.	Non-supervisory employees	HR	All non-supervisory staff trained. Managers/supervisors conduct retraining sessions for their staff when changes occur to the legislation.	Commenced (May 2006) and ongoing
Communicate EEO information to all new full-time and part-time employees as part of the Council's induction program.	All new full-time and part-time employees	HR	All new employees provided with induction	Commenced and ongoing
Promote EEO, anti-discrimination and anti-harassment via the staff newsletter	All employees	HR	Articles and information placed in the staff newsletter "The Whisper".	Ongoing
Promote prohibition of on-line harassment (ie	All employees	HR / IT	No incidents of online harassment	Commenced and



use of email) as detailed in Council's Web Access and Email Policy				Ongoing
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2. CONSULTATION

Objective:

2.1 To ensure the participation of employees in the decision-making about the EEO Management Plan

Actions	Target	Responsibility	Performance Indicators	Target Date
Invite comment and input during the development of Hunters Hill Council's EEO Management Plan from employees via the Consultative Committee.	All employees	HR & Consultative Committee members	Minutes of Consultative Committee Meetings	Ongoing

3. RECRUITMENT PROCESS

Objective:

- 3.1 To ensure that those who participate in interview panels are aware of, and implement, EEO principles throughout the recruitment process.
- 3.2 To ensure that those who participate in interview panels comply with Hunters Hill Council's Recruitment and Selection policy and procedures as detailed in the Human Resources Manual.
- 3.3 To include knowledge and understanding of EEO principles as one of the criteria for appointment to a supervisory position.

	Actions	Target	Responsibility	Performance Indicators	Target Date
3.1	Ensure that EEO principles are included in	Interview panel	HR	EEO principles are included in the	Ongoing



	Interview Skills training for panel members.	members and managers		Interview Skills training course.	
3.2	Develop a competency assessment process on EEO principles	Interview panel members and managers	HR	Competency assessment developed	Completed
3.2	Conduct competency assessments on EEO principles and Hunters Hill Council's recruitment policy and procedures.	Interview panel members and managers	HR	Competency assessments undertaken	Annual performance reviews
3.3	Ensure interviews for management and supervisory positions include questions related to EEO responsibilities	Applicants for supervisor / management positions	HR & Department Managers	Interview questions for supervisory positions No applicants are appointed to supervisory positions unless they demonstrate knowledge and understanding of EEO principles If appointed and are identified as lacking understanding of EEO principles – they must undertake training as a priority.	Commenced and ongoing

4. APPOINTMENT, PROMOTION & TRANSFER PROCESSES

Objective:

- 4.1 To ensure that all appointments, promotions and transfers are based on merit and/or position-related criteria.
- 4.2 To ensure that 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	Target	Responsibility	Performance Indicators	Target Date
4.1	Monitor appointments, promotions and transfers to ensure they do not breach EEO principles.	All employees	HR	Nil substantiated complaints regarding non-compliance with EEO principles for appointments, promotions and transfers.	Commenced and ongoing.
4.1	Ensure that if and when opportunities to act in higher grade positions are available that they are assigned	All employees	HR	Employees are given equal opportunity to act in higher grade positions appropriate to their skills, experience and proficiency. No employee is discriminated against in accordance with EEO principles Nil substantiated complaints in regards to non-compliance with EEO principles for offers of acting in higher positions.	Commenced and ongoing
4.2	Check that offers of suitable duties are based on the injured worker's abilities	Employees who are injured at work.	Department Managers Supervisors	Nil substantiated complaints regarding non-compliance. Return to work plans are completed in accordance with EEO principles.	Commenced and ongoing

5. CONDITIONS OF SERVICE

Objective:

5.1 To ensure that conditions of service comply with EEO principles.



Actions	Target	Responsibility	Performance Indicators	Target Date
Review Council's Work and Family policy to ensure no breach of EEO principles.	All indoor employees	HR	Minutes of Consultative Committee meetings show that issues raised via consultation are given consideration prior to finalisation of policy. Nil substantiated complaints about the illegal discrimination relating to the policy.	Commenced and ongoing
Human Resources policies and procedures are developed and reviewed to ensure compliance with EEO principles.	All employees	HR	Minutes of Consultative Committee meetings show that issues raised via consultation are given consideration prior to finalisation of policy. Nil substantiated complaints about the illegal discrimination relating to the policy.	Commenced and ongoing

6. TRAINING & DEVELOPMENT PROCEDURES

Objective:

- 6.1 To ensure that training is arranged according to the needs of Council and that all staff are provided with the opportunity for training to ensure compliance with their job requirements.
- 6.2 To ensure that training courses are appropriate and comply with EEO principles.



	Actions	Target	Responsibility	Performance Indicators	Target Date
6.1	Arrange training according to the needs of Council	All employees	Department Managers in consultation with HR	Nil substantiated complaints regarding illegal discrimination in the support of training.	Commenced and ongoing.
6.2	Examine in-house and external training courses and materials to ensure they are not discriminatory and consistent with EEO principles	All employees	HR	Courses and materials are non-discriminatory. No breaches of EEO principles.	Commenced and ongoing.

7. EEO TARGET GROUPS

Objective:

- 7.1 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.
- 7.2 To convert positions – where appropriate – into traineeships or apprenticeships.
- 7.3 To convert positions – where appropriate – into positions suitable for people with a disability.
- 7.4 To convert positions – where appropriate – into part-time positions – suitable for people with a disability, or women.
- 7.5 To improve understanding of the needs and capabilities of people with a disability.
- 7.6 To improve understanding of the needs and capabilities of NESB and ATSI.

	Actions	Target	Responsibility	Performance Indicators	Target Date
7.1	Provides opportunities for unpaid work experience placements to enhance	NESB ATSI	Managers and HR	Number of work experience placements through various	Commenced and ongoing.



	employment opportunities.	People with a disability		schools, colleges and agencies in each target group.	
7.2	Ascertain whether positions	NESB ATSI	Managers & HR	Number of positions are redesigned for traineeships or apprenticeships	Commenced and ongoing
7.3	Ascertain whether positions, as they become vacant, are suitable for redesign for a person with disability.	People with disability	Managers & HR	Positions redesigned for people with a disability.	As appropriate positions become available.
7.4	Ascertain whether positions, as they become available, are suitable for redesign for part-time employment.	People with a disability Women	Managers & HR	Number of positions that are redesigned for part-time employment	Commenced and ongoing
7.5	Conduct awareness-raising sessions for managers with appropriate agencies for people with a disability	NESB ATSI People with a disability	HR	Number of sessions conducted	
7.6	Conduct awareness-raising sessions for managers with appropriate agencies	NESB ATSI	HR	Number of sessions conducted	



FREEDOM OF INFORMATION

Council received 17 applications under the Freedom of Information Act during the review period. Information relating to these is contained in the attached tables.

SECTION ONE – NUMBER OF NEW FOI REQUESTS

FOI REQUESTS	PERSONAL	OTHER	TOTAL
NEW	14	3	17
BROUGHT FORWARD	0	0	0
TOTAL TO BE PROCESSED	14	3	17
COMPLETED	14	3	17
TRANSFERRED OUT	0	0	0
WITHDRAWN	2	0	2
TOTAL PROCESSED	14	3	17
UNFINISHED	0	0	0

SECTION TWO – NUMBER OF NEW FOI REQUESTS

RESULT OF FOI REQUESTS	PERSONAL	OTHER
GRANTED IN FULL	7	3
GRANTED IN PART	1	0
REFUSED	0	0
DEFERRED	0	0
COMPLETED	4	0

SECTION THREE – MINISTERIAL CERTIFICATES

MINISTERIAL CERTIFICATES ISSUED	NIL
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SECTION FOUR – FORMAL CONSULTATIONS

FORMAL CONSULTATION REQUEST	ISSUED	TOTAL
0	0	0

SECTION FIVE – AMENDMENT OF PERSONAL RECORDS

RESULT OF AMENDMENT	TOTAL
RESULT OF AMENDMENT	0
RESULT OF AMENDMENT – AGREED	0
RESULT OF AMENDMENT – REFUSED	0
TOTAL	0

SECTION SIX – NOTATION OF PERSONAL RECORDS

NUMBER OF REQUESTS FOR NOTATION	NIL
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SECTION SEVEN – FOI REQUESTS GRANTED ON PART OF REFUSED

BASIS OF DISALLOWING OR RESTRICTING ACCESS	PERSONAL	OTHER	TOTAL
s.19 APPLICATION INCOMPLETE OR WRONGLY DIRECTED	0	0	0
s.22 DEPOSIT NOT PAID	0	0	0
S.22 UNREASONABLE DIVERSION OF RESOURCES	0	0	0
S.25 (1)(a) EXEMPT	0	0	0
TYPES OF EXEMPT DOCUMENTS			
SCHEDULE 1, CLAUSE 1 – CABINET DOCUMENTS	0	0	0
SCHEDULE 1, CLAUSE 2 – EXECUTIVE COUNCIL DOCUMENTS	0	0	0
SCHEDULE 1, CLAUSE 3 – INTERSTATE FOI	0	0	0
SCHEDULE 1, CLAUSE 4 – LAW ENFORCEMENT & PUBLIC SAFETY	0	0	0
SCHEDULE 1, CLAUSE 5 – INTER GOVERNMENT RELATIONS	0	0	0
SCHEDULE 1, CLAUSE 6 – PERSONAL AFFAIRS	0	0	0
SCHEDULE 1, CLAUSE 7 – BUSINESS AFFAIRS	0	0	0
SCHEDULE 1, CLAUSE 8 – CONDUCT OF RESEARCH	0	0	0
SCHEDULE 1, CLAUSE 9 – INTERNAL WORKING DOCUMENTS	0	0	0
SCHEDULE 1, CLAUSE 10 – LEGAL PROFESSIONAL PRIVILEGE	0	0	0
SCHEDULE 1, CLAUSE 11 – JUDICIAL FUNCTIONS	0	0	0
SCHEDULE 1, CLAUSE 12 – SECRECY	0	0	0
SCHEDULE 1, CLAUSE 13 – CONFIDENTIAL MATERIAL	0	0	0
SCHEDULE 1, CLAUSE 14 – ECONOMY OF THE STATE	0	0	0
SCHEDULE 1, CLAUSE 15 – FINANCIAL OR PROPERTY INTERESTS	0	0	0
SCHEDULE 1, CLAUSE 16 – OPERATIONS OF AGENCIES	0	0	0
SCHEDULE 1, CLAUSE 17 – SUBJECT TO CONTEMPT	0	0	0
SCHEDULE 1, CLAUSE 18 – COMPANIES & SECURITIES LEGISLATION	0	0	0
SCHEDULE 1, CLAUSE 19 – PUBLIC LIBRARY COLLECTIONS	0	0	0
s.24 (2) DEEMED REFUSAL	0	0	0
s.25 (1) (B) (C) (D) OTHERWISE AVAILABLE	0	0	0
TOTAL	0	0	0



SECTION EIGHT – COST & FEES OF REQUESTS PROCESSED

	ASSESSED COSTS	FOI FEES RECEIVED
ALL COMPLETED REQUESTS		

SECTION NINE – DISCOUNTS ALLOWED

TYPE OF DISCOUNT ALLOWED	PERSONAL	OTHER
PUBLIC INTEREST	0	0
FINANCIAL HARDSHIP – PENSIONER / CHILD	0	0
FINANCIAL HARDSHIP – NON PROFIT ORGANISATION	0	0
SIGNIFICANT CORRECTION OF PERSONAL RECORDS	0	0
TOTAL	0	0

SECTION TEN – DAYS TO PROCESS

ELAPSED TIME	PERSONAL	OTHER	TOTAL
0 – 21 DAYS	4	1	5
22 – 35 DAYS	1	1	2
OVER 35 DAYS	6	1	7
TOTAL	11	3	14

SECTION ELEVEN – PROCESSING TIME

PROCESSING HOURS	PERSONAL	OTHER	TOTAL
0 – 10 HOURS	11	3	14
11 – 20 HOURS	0	0	0
21 – 40 HOURS	0	0	0
TOTAL	11	3	14



SECTION TWELVE – REVIEWS & APPEALS

TYPE OF REVIEW / APPEAL	PERSONAL	OTHER	TOTAL
INTERNAL REVIEWS FINALISED	0	0	0
OMBUDSMAN REVIEWS FINALISED	0	0	0
DISTRICT COURT APPEALS FINALISED	0	0	0
TOTAL	0	0	0

SECTION THIRTEEN – INTERNAL REVIEWS FINALISED

BASIS OF INTERNAL REVIEW / GROUNDS FOR INTERNAL REVIEW	PERSONAL		OTHER	
	UPHELD	VARIED	UPHELD	VARIED
ACCESS REFUSED	0	0	0	0
DEFERRED	0	0	0	0
EXEMPT MATTER	0	0	0	0
UNREASONABLE CHARGE	0	0	0	0
CHARGE UNREASONABLE INCURRED	0	0	0	0
AMENDMENT REFUSED	0	0	0	0
TOTAL	0	0	0	0

Privacy and Personal Information Protection Act 1998

Hunter's Hill Council complies with the requirements of the PPIP Act 1998. The Hunter's Hill Council Privacy Code of Practice (listed below) incorporates all of the principles of the Act.

Purpose

The Privacy and Personal Information Protection Act 1998 (the "PPIPA") provides for the protection of personal information, and for the protection of the privacy of individuals generally.

The effect of this Code is to modify: the Information Protection Principles contained in Part 2, Division 1 of the PPIPA, and the provisions of Part 6 of the PPIPA, as they relate to Local Government.

Applicability

This Code applies to Councillors, employees and customers of Council.



Scope

This Code applies to that part of the information collected or held by Council that is personal information.

Background

This Privacy Code of Practice (the "Code") is made under Part 3 Division 1 of the PPIPA. It was gazetted on 30th June 2000 and took effect from 1st July 2000.

In addition to Hunter's Hill Council Privacy Code of Practice, Council must have a Privacy Management Plan (the "Plan"). The Plan outlines processes to complement this Code.

The operative elements of this Code, so far as the Information Protection Principles and Part 6 of the PPIPA are modified, are shown in Part 3 with respect to Public Registers and in Part 4 after the relevant Information Protection Principle and marked "Modification".

Explanatory notes contained in this guide serve no legal purpose of interpretation and are intended only for the purpose of clarification or expansion.

Compliance

This Code will be made by an order published in the Government Gazette. This Code takes effect once the order making this Code is published (or such later date as may be specified in the order) and the Council to whom this Code applies must comply with its provisions.

The Council's Privacy Management Plan includes provisions to comply with the obligations imposed by the PPIPA having regard to this Code.

Complaints

Complaints in respect of the protection and obligations arising under PPIPA and this Code should be addressed to the General Manager of the Council. All complaints will then be forwarded to the Privacy Contact Officer for review. Complaints may alternatively be directed to the Privacy Commissioner.



(j) Promotion of Services to NESB Communities & Multicultural Activities

Multicultural Services

TABLE 6: COUNTRY OF BIRTH OF OVERSEAS BORN RESIDENTS			
HUNTERS HILL LGA 2001			
	Hunters Hill LGA		Change
	1996	2001	
UK and Ireland	729	739	10
New Zealand	251	258	7
Italy	222	217	-5
Greece	128	115	-13
South East Asia	342	522	149
Other Europe/Former USSR	184	267	83
Middle East and North Africa	76	90	14
India/Sri Lanka	62	74	12
USA & Canada	142	122	-20
South Africa	54	84	30
Other birthplaces	473	660	178
Total overseas	2703	3148	445
<i>Source: ABS 1996 & 2001 Census</i>			

The Council continues to support a range of multicultural groups in the community through involvement in local festivals and community events

An Italian Day Care Centre has continued to operate from Gladesville Rd Community Centre offering meals to elderly residents of Italian background. Council also supports the Chinese Day Centre operated on Mondays by Hunters Hill Respite Care.

Council provided a \$15,000 grant to Gladesville and District Community Aid. They provide a volunteer visiting program for the Italian community.

Council continued its strong link with a sister city in France and supported the work of the Lé Vesinet Friendship Committee.

The Aboriginal community in the area is small and programs have not been specifically targeted at this community. An active reconciliation group is operating in the community and has participated in local festivals and



events. Council has participated on the Northern Sydney Aboriginal Social Plan Working Group.

(iii) Children's Services

Council provided a range of support to children's services in the Local Government Area.

Meetings of the Children's Services Advisory Committee were held every six months. Ongoing support was also provided by Council staff to the before and after school care services, Riverside Preschool, Hunters Hill Preschool, Henley Long Day Care Centre, Family Day Care, Gladesville Occasional Care and playgroups.

The Hunters Hill Playground Working Party, a Council Committee including representatives from the community, Councillors and Council staff worked hard to fundraise to improve children's playgrounds in the Municipality. New playgrounds were completed at Boronia Park North and Harding Memorial Reserve, Hillcrest Ave, Gladesville.

(iv) Access & Equity of Services

Hunter's Hill Council adopted the 2005-2009 Hunters Hill Social Plan in March 2005. The Plan outlines the needs of specific target groups in the community and identifies the community services and facilities required. Council has considered the Social Plan when formulating its annual management plan and worked toward the implementation of some of its recommendations.

The Social Plan includes the following sections;

<i>Section 1</i>	<i>Introduction</i>
<i>Section 3</i>	<i>Population Profile</i>
<i>Section 4</i>	<i>Children</i>
<i>Section 5</i>	<i>Youth</i>
<i>Section 6</i>	<i>Older People</i>
<i>Section 7</i>	<i>Disability</i>
<i>Section 8</i>	<i>Culturally & Linguistically Diverse Communities</i>
<i>Section 9</i>	<i>Women</i>
<i>Section 10</i>	<i>Northern Sydney Aboriginal Social Plan</i>

A summary of Council's proposed activities and initiatives in relation to access and equity activities were outlined in Council's 2005/06 Management Plan.

An access and equity activity is defined as one that assists Council to:

- Promote fairness in the distribution of resources, particularly for those most in need



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- Recognise and promote people's rights and improve the accountability of decision makers
- Ensure that people have fairer access to the economic resources and services essential to meeting their basic needs and improving their quality of life
- Give people better opportunities for genuine participation and consultation about decisions affecting their lives.

A summary of Council's achievements in relation to access and equity within the past 12 months against these proposals is provided below.



ACCESS & EQUITY STRATEGY	OBJECTIVE	PERFORMANCE TARGETS	PERFORMANCE INDICATORS	STATUS AT JUNE 2006
Distribute community directory & information brochures	Provide information to the community about the community services available.	June 2006	Distribution of community directories, web site information and provision of accurate telephone information	Achieved in full
Improve community safety	Establish a Community Safety Committee	June 2006	Committee established including Councillors, Police and community volunteers. Safety audits undertaken	Achieved in full
Target Group: Aged People				
Financial support of community organisations	Provision of financial assistance to community service organisations	\$6,000 by June 2006	Grant monies allocated	Achieved in full
Support the Organization of the "Healthy Mind Healthy Body" Open Day		October 2005	Event well attended and well received by community.	Achieved in full
Increased number of volunteers	Increased publicity, recognition and recruitment of volunteers	June 2006	Two articles in Council newsletter, publicity on website and Volunteers morning tea.	Achieved in full



ACCESS & EQUITY STRATEGY	OBJECTIVE	PERFORMANCE TARGETS	PERFORMANCE INDICATORS	STATUS AT JUNE 2006
Target group: Children				
Improve children's playgrounds	New playgrounds at Boronia Park North & Harding Memorial Reserve.	June 2006	Two playgrounds completed.	Achieved in full
Support the work of the Children's Services Advisory Committee	Provide advice and coordination to children's services in the Municipality	Two meetings per year	Number of services attending and contributing to meetings	Achieved in full
Support work of Family Day Care scheme	Recruit additional Family Day Care carers	June 2006	Advertising in Council newsletter	Advertising occurred but it did not result in additional carers
Target Group: Women				
No specific initiatives had been planned for this year given the competing demands in other areas.				
Target Group: Aboriginal and Torres Strait Islander				
No specific initiatives planned for this year given the competing demands in other areas.				



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ACCESS & EQUITY STRATEGY	OBJECTIVE	PERFORMANCE TARGETS	PERFORMANCE INDICATORS	STATUS AT JUNE 2006
Target Group; Young People				
Council participates in Youth Week	Provide additional activities for young people in the LGA.	April 2006	Involvement and attendance by young people at the event.	Fully achieved.
Regular meetings of School Principal's Liaison Committee	Foster communication and collaborative projects between Council and local schools	Four meetings held per year	Number of schools attending and contributing to meetings	Fully achieved
Target Group: Disabled People				
Improved access for people with disabilities to public spaces and footpaths.	Support regular meetings of the Hunters Hill Access Advisory Committee.	June 2006	Five well attended meetings per year.	Fully achieved



ACCESS & EQUITY STRATEGY	OBJECTIVE	PERFORMANCE TARGETS	PERFORMANCE INDICATORS	STATUS AT JUNE 2006
Target group: People from diverse cultural and linguistic backgrounds				
Provision of an Italian Day Care Centre provide and a volunteer visiting program for the Italian community.	Provision of support services specially targeted to Italian aged community.	June 2006	Usage of services	Fully achieved KEY RESULT AREA: Social justice
Acknowledge our ethnic diversity	Fly flags commemorating national days of main cultural groups in the Municipality.	June 2006	Purchase and flying of flags as per Council policy.	Fully achieved KEY RESULT AREA: Community Harmony
Support the work of the Le Vesinet Friendship Committee	Develop strong links with sister city in France	June 2006	Size and support for exchange program	Fully achieved KEY RESULT AREA: Community Harmony



(v) Competition Policy

Under the Competition Principles Agreement, the New South Wales Government is responsible for applying national competition policy principles such as competitive neutrality to local government, and to publish an annual report on the implementation of those principles.

Councils are now required to include information in annual on the following:
A list of all Category 1 business activities of Council.

Category 1 business activities are business which bring in over \$2 m per year in gross operating income.

Council has no category 1 businesses.

A list of all Category 2 business activities of the Council.

Council has no Category 2 businesses.

A summary of the progress of the Council in implementing the principles of competitive neutrality:

The principle of Competitive Neutrality is essentially that government business should operate without net competitive advantages over other business as a result of their public ownership.

In adopting the new organisation structure in February 1987, a 'service-v-provider' delineation has been adopted.

There has been no competitive neutrality complaints received by Hunter's Hill Council in the 2005-2006 financial year.



Section B – PERFORMANCE AGAINST TARGETS

1. Continuous Improvement Program
2. Measuring Performance
3. Key Performance Indicators Outlined
4. Profile of Councils
5. Performance Indicators
(Based on Comparative Analysis indicators collected by the Department of Local Government).



Continuous **IMPROVEMENT PROGRAM**

Council has adopted the ideology of QUALITY MANAGEMENT & has embraced the concept of CONTINUOUS IMPROVEMENT as the means of improving quality of service & the manner of service delivery to our customers.

To ensure that we meet our objectives, the following principles have been recognised as fundamentals for success:

- Management of process quality.
- The use of data for decision-making.
- Encouraging the involvement of our staff.
- Focussing on customer satisfaction.
- Leadership.
- Encouraging innovation in service provision and management.



Measuring PERFORMANCE

Continuous improvement to our services can only be achieved by collecting, monitoring & analysing data. By measuring our current performance levels & reporting these on a regular basis to our community, we will be able to gauge the 'level' of improvement.

This plan includes indicators that will be used to measure performance in delivering services & activities to the community. These measures are designed to assist management in identifying areas where we can improve our service delivery, & respond more effectively to meeting community needs.

Performance can be measured at a number of levels:

- At an *organisational level*, we will be using a number of *Key Performance Indicators*, which reflect overall performance as an organisation. These are shown on the following pages.
- For each *Key Result Area*, we need to measure the community's satisfaction with the services we are providing, through an annual survey.
- For each *Business Program*, there is an identified range of Business Performance Indicators as developed for our industry. These indicators allow the performance of each specific business unit to be measured for comparative analysis with our own targets, & with other Council's. These indicators are consistent nationally across local government.

A Community Survey is undertaken annually to enable Community Satisfaction Indices to be developed. Council has undertaken a survey every year since 1997/98 and the results utilised in the decision making process.



Key PERFORMANCE INDICATORS FOR COUNCIL

KEY RESULT AREA	BUSINESS PERFORMANCE	INTENT OF MEASUREMENT
COMMUNITY SATISFACTION	Level of community satisfaction with Council's performance, as measured by community survey response.	To measure the community perception of Council performance.
COUNCILLOR SATISFACTION	Level of Councillor satisfaction with service provided by organisation.	To measure the level of satisfaction of Councillors as customers of the organisation through an annual survey.
ORGANISATIONAL CLIMATE	Level of employee satisfaction with Council as a workplace.	To measure the level of satisfaction of employees in working for Council through an annual survey.
COMMUNITY AWARENESS	Level of community awareness & understanding of Council services (specific question from annual community survey).	To gauge the success of Council's Public Relations Program.
FINANCIAL PERFORMANCE	<ul style="list-style-type: none"> i. Operating revenue as proportion of Council services; ii. Current liquidity ratio; & iii. Level of unencumbered equity. 	To reflect the achievement of Council's adopted financial objectives.
CUSTOMER RESPONSE	<ul style="list-style-type: none"> i. Average turnaround time of Applications; ii. Percentage of correspondence answered within 12 days; & iii. Average turnaround time for correspondence. 	To measure response time to key customer requests.
PLANNING CAPACITY & CAPABILITY	<i>To be developed.</i>	To measure Council's ability to undertake its planning responsibilities.
ROAD CONSTRUCTION & MAINTENANCE	Road Management Index (to be developed from <i>Business Performance Indicators</i>)	To measure Council's performance in providing & maintaining its road assets.



Key PERFORMANCE INDICATORS *(continued)*

KEY RESULT AREA	BUSINESS PERFORMANCE	INTENT OF MEASUREMENT
TRAFFIC MANAGEMENT	i. Number of reported accidents: 1,000 vehicle movements; & ii. To measure success of traffic management strategies on Council controlled roads.	To reduce the 85 th percentile speed.
COMMUNITY BUILDINGS	Level of usage of community buildings (weighted index related to categories of buildings).	To measure effectiveness of provision of community buildings.
COMMUNITY PARTNERSHIP	Level of volunteer hours as a proportion of employed staff hours in volunteer services.	To measure effectiveness of enlisting volunteer support for Council provided services.
STATE EMERGENCY SERVICES	i. <i>State of Readiness</i> Index to be developed; & ii. <i>Level of hazard</i> reduction/awareness of risk/extent of risk (index to be developed).	To measure Council's capacity to respond to emergencies.
WASTE MANAGEMENT	Tonnage of waste deposited at tip per household in scavenging area.	To measure effectiveness of recycling program.
COMMUNITY SERVICES	Index to be developed.	To measure level of usage of Council provided services.

Comparative Information on New South Wales Local Government Councils 2003/2004

The following information provided the source of data for this publication and includes an extract of those sections of the overall publication that relate to Hunters Hill Council.



Profile of Councils

The Australian Classification of Local Governments categorises councils according to their socio-economic characteristics and their capacity to deliver a range of services to the community. There are nineteen Councils in this group although this will be reduced to seventeen following the amalgamation of Concord and Drummoyne Councils.

The category averages shown in the performance indicators within this report are based on information provided from the nineteen councils categorised as urban, developed and small or medium for the 2003/2004 financial year.

Group 2 Councils

	Council	Population	Area (Sq km)	Pop'n Density	Pop'n Growth (5yr ave)	ATSI Population	NESB	Total No. of Staff	Total Operating Expenses
				/ha	%	%	%	FTE	\$m
1	Ashfield	40326	8.30	4856.55	-0.38	0.49	36.25	161	20.554
2	Auburn	61125	32.40	1886.57	1.46	0.81	48.49	225	31.193
3	Botany Bay	37472	22.10	1695.57	0.40	1.56	36.41	393	38.794
4	Burwood	30827	7.20	4281.53	0.68	0.37	42.21	165	22.306
5	Canada Bay	64671	19.80	3266.21	2.14	0.39	22.91	270.59	40.632
6	Hunters Hill	13692	5.80	2360.69	1.42	0.35	15.12	56	8.675
8	Kogarah	53775	15.60	3447.12	1.40	0.36	27.77	237.12	30.846
9	Lane Cove	32270	10.60	3044.34	0.46	0.23	17.75	170	23.478
10	Leichhardt	51114	10.60	4822.08	1.14	0.69	13.75	440	49.095
11	Manly	38868	14.50	2680.55	0.55	0.24	10.40	351	37.413
12	Mosman	28174	8.70	3283.39	0.45	0.07	12.02	167	25.980
13	North Sydney	60041	10.50	5718.19	0.83	0.19	16.81	290	54.038



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14	Pittwater	56829	90.60	627.25	0.39	0.29	7.74	301	45.208
15	Strathfield	30220	13.90	2174.10	1.38	0.36	43.73	133	18.157
16	Waverley	62290	9.30	6697.85	-0.63	0.33	20.53	462.73	61.104
17	Willoughby	63171	22.60	2795.18	2.11	0.13	26.56	387	54.436
18	Woollahra	53332	12.30	4335.94	0.43	0.16	15.91	359.03	50.375



PERFORMANCE INDICATOR: Development Control

			01/02	02/03	03/04	04/05	05/06
Indicator:	<i>Total number of DA's determined</i>	No.	196	189	198	242	238
		Cat. Ave	730	711	725	xx	xx
	<i>Mean turnaround time of DA's</i>	Days	84.46	51.28	48.53	47.00	44.26
		Cat. Ave	76.84	77.66	75.11	xx	xx
	<i>Median Time for DA's</i>	Days	79.00	44.00	51.00	70.00	41.00
		Cat. Ave	61.59	64.59	65.51	xx	xx
Objective:	<i>To measure the number of DA's determined to provide an indicator of development activity in the LGA</i>						
Formula:	<i><u>Number of DA's received</u> Total number of processing days</i>						

Data Source: DLG Comparative Information on NSW Councils 2002-2003

Factors Affecting Indicator:

Number of applications processed

Number of P&D staff employed

Level of building and development activity

Council policies

Application of State



Size and complexity of buildings and development
Economic activity (home transfers)

PERFORMANCE INDICATOR: Environmental Health

			01/02	02/03	03/04	04/05	05/06
Indicator:	<i>Efficiency: Environmental Management and Health Costs per capita.</i>	Ratio	6.54	6.72	7.01	7.55	xx
		Cat. Ave	17.74	18.34	17.57	xx	xx
Objective:	<i>To measure the relative cost of Environmental Management and Health services per head of population.</i>						
Formula:	<i>$\frac{\text{Total Environmental Management and Health Expenses}}{\text{Total Permanent Population within Council Boundaries}}$ (expressed as a ratio)</i>						

Data Source: DLG Comparative Information on NSW Councils 2002-2003

Factors Affecting Indicator:

- Number of EM&H staff employed
- Council policy regarding regulation
- Population mix (age/ethnicity)
- Land usage mix
- Socio-economic factors
- Extent to which State legislation is applicable



PERFORMANCE INDICATOR: Forward Planning

			01/02	02/03	03/04	04/05	05/06
Indicator:	<i>Output/Other: Legal Costs as at a percentage of Total Planning and Regulatory costs</i>	Ratio	31.60	26.93	37.00	31.86	xx
		Cat. Ave	16.23	16.66	18.21	xx	xx
Objective:	<i>To highlight the relative level of disputation in the Planning and Regulatory Process</i>						
Formula:	$\frac{\text{Legal Costs}}{\text{Total Planning and Regulatory Costs}}$ (expressed as a ratio).						

Data Source: DLG Comparative Information on NSW Councils 2002-2003

Factors Affecting Indicator:

- Council policy on application of Building Code and EP&A legislation
- Level of compliance with BAs and DAs
- Level of scrutiny applied to inspections
- Size and complexity of building and development

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PERFORMANCE INDICATOR: Corporate Communications

			01/02	02/03	03/04	04/05	05/06
Indicator:	<i>Annual Report completed on time</i>	Y/N	Y	Y	Y	Y	Y
	<i>State of Environment Report completed on time</i>	Y/N	Y	Y	Y	Y	Y
	<i>Financial Statements completed on time</i>	Y/N	Y	Y	Y	Y	Y
	<i>Community newsletters completed on time</i>	Y/N	Y	Y	Y	Y	Y
Objective:	<i>To meet statutory reporting targets and provide local communication on a regular and timely basis</i>						
Formula:	<i>Annual Report due 30th November</i>						
	<i>SOE Report due 30th November</i>						
	<i>Financial Statements due 7th November</i>						
	<i>Newsletter to be distributed quarterly</i>						

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PERFORMANCE INDICATOR: Community Satisfaction

			01/02	02/03	03/04	04/05	05/06
Indicator:	<i>Average level of community satisfaction with Councils performance, as measured by the annual community survey response</i>	Ratio	80.70	75.04	xx	xx	xx
		Target	>75.00	>75.00	xx	xx	xx
Objective:	<i>To measure the community perception of Council performance</i>						
Formula:	<i>Undertake an annual community survey Average percentage of all satisfaction indexes</i>						

There is no data source included in the DLG Comparative Information on NSW Councils for this area.

Council has developed its own indicators for this program.

Factors Affecting Indicator:

Local issues of the day
 State and Federal government regulation
 No. of respondents to the annual survey
 Demographics of respondents

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The DLG Comparative Information on NSW Councils does not provide for individual program area indicators.

The DLG have developed a generic community services indicator as shown below.

PERFORMANCE INDICATOR: Community Services and Education

			01/02	02/03	03/04	04/05	05/06
Indicator:	<i>Efficiency: Community Services Costs per capita</i>	Ratio	21.40	18.90	19.65	20.99	xx
		Cat. Ave	44.15	45.66	52.62	xx	xx
Objective:	<i>To highlight the relative cost of community services per head of population</i>						
Formula:	<i><u>Total community service costs</u> Total permanent population within Council boundaries (expressed as a ratio)</i>						

Data Source: DLG Comparative Information on NSW Council

Factors Affecting the Indicator

Number of Community Services staff employed
 Population mix (age ethnicity)
 Availability of funding
 Socio-economic factors
 Council policy

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PERFORMANCE INDICATOR: Library Services

			01/02	02/03	03/04	04/05	05/06
Indicator:	<i>Efficiency: Library issues per capita</i>	Ratio	9.03	8.59	9.60	xx	xx
		Cat. Ave	8.34	8.11	6.32	xx	xx
Objective:	<i>Measures relative unit issues on a per capita basis</i>	<i>RCC</i>	7.82	7.88	8.07		
Formula:	<u><i>No. of issues recorded</i></u> <i>Total Permanent Population within Council boundaries</i> (expressed as a ratio)	<i>Cat 3</i>	6.22	6.17	6.32		
Indicator:	<i>Efficiency: Library costs per capita</i>	Ratio	31.88	33.15	34.11	34.72	xx
		Cat. Ave	35.14	36.27	36.88	xx	xx
Objective:	<i>Measures gross operating expenses on a per capita basis</i>	<i>RCC</i>	33.06	35.64	35.36		
Formula:	<u><i>Total operating expenses for library</i></u> <i>Total Permanent Population within Council boundaries</i> (expressed as a ratio)	<i>Cat 3</i>	24.47	24.97	26.43		

Data Source: DLG Comparative Information on NSW Councils

Factors Affecting the Indicator

Type of library

Number of registered borrowers

Number of items which can be loaned at any one time

Population characteristics

Location of library

Availability of technology (eg. photocopiers)

Age of stock

Population of non-loan materials to loan materials

Levels of services provided

Length of loan period

Accessibility of stock

Spread of hours

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PERFORMANCE INDICATOR: Continuous Improvement

			01/02	02/03	03/04	04/05 (31/03)	05/06
Indicator:	<i>Number of Customer Requests for Service (CSR's)</i>	Corp Services	1	0	0	0	xx
		D & E	41	23	16	7	xx
		Fin & Admin	0	1	0	0	xx
		Public Works	374	199	205	178	xx
		Total	416	223	221	185	xx
Objective:	<i>To reduce the number of request for service</i>						
Formula:	<i>Capture all CSR's using the computerized Customer Request System</i>						

There is no data source included in the DLG Comparative Information on NSW Councils for this area. Council is developing its own indicators for this program

Factors Affecting Indicator:

- Wet weather, storms, potholes, trees, footpaths
- Delays in responses to correspondence or DA's
- Failure to deliver services

PERFORMANCE INDICATOR: Recreation and Parks

			01/02	02/03	03/04	04/05	05/06
Indicator:	<i>Efficiency: Net Recreation and Leisure Costs per capita</i>	Ratio	40.80	45.41	50.91	46.51	xx
		Cat. Ave	58.11	66.21	76.29	xx	xx
Objective:	<i>To measure the net cost of recreation and leisure services per head of population</i>						
Formula:	<i><u>Net Recreation and Leisure Costs</u> Total permanent population within Council boundaries (expressed as a ratio)</i>						

Data Source: DLG Comparative Information on NSW Councils 2002-2003

Factors Affecting Indicator

- The size, type and number of facilities
- Adoption of user pays
- Nature of section of 94 contributions
- Population mix
- Available open space and natural resources e.g. beaches, bushland
- Non-resident usage e.g. tourism

PERFORMANCE INDICATOR: Waste Management: Collection Costs

			01/02	02/03	03/04	04/05	05/06
Indicator:	<i>Efficiency: Collection Costs per service - garbage</i>	Ratio	176.86	167.39	182.74	137.99	xx
		Cat. Ave	134.27	131.91	106.43	xx	xx
Objective:	<i>To assess the relative efficiency of domestic garbage collection</i>						
Formula:	<i>Total Collection Costs excluding tipping costs (domestic)</i> <i>No. of services</i> (expressed as a ratio).						

Data Source: DLG Comparative Information on NSW Councils

Factors Affecting the Indicator:

- Size of garbage container and frequency of collection
- Type of recycling service in operation i.e. Tub, MGB, MRF, kerbside sorting
- Use of contractors
- Distance to disposal facility
- Promotion and education

PERFORMANCE INDICATOR: Waste Management: Average Charge for Domestic Waste Collection

			01/02	02/03	03/04	04/05	05/06
Indicator:	<i>Average charge for Domestic Waste Management Service</i>	Ratio	234.01	290.83	265.50	258.10	xx
		Cat. Ave	226.22	234.51	243.68	xx	xx
Objective:	<i>To assess the relative efficiency of domestic garbage collection</i>						
Formula:	<i>Value of charge levied to each property</i>						

Data Source: DLG Comparative Information on NSW Councils

Factors Affecting the Indicator:

- Size of garbage container and frequency of collection
- Type of recycling service in operation i.e. Tub, MGB, MRF, kerbside sorting
- Use of contractors
- Distance to disposal facility
- Promotion and education

PERFORMANCE INDICATOR: Waste Management: Collection of Recyclables

			01/02	02/03	03/04	04/05	05/06
Indicator:	<i>Efficiency: KCA recyclables - kilograms per capita per annum</i>	Ratio	122.06	117.93	132.12	xx	xx
		Cat. Ave	136.91	149.90	153.73	xx	xx
Objective:	<i>Measures the effectiveness of Council's recycling service</i>						
Formula:	<p style="text-align: center;"><u><i>Total Tonnage of Recyclables collected</i></u></p> <p style="text-align: center;"><i>Total Permanent Population within Council boundaries</i></p> <p style="text-align: center;">(expressed as a ratio)</p>						

Data Source: DLG Comparative Information on NSW Councils

Factors Affecting the Indicator

- Size of recycling container
- Frequency of collection
- Promotion and education
- Use of contract versus day labour
- User of MRF versus kerbside sorting
- Size of garbage container and frequency of collection
- Movements in price of recyclable materials

PERFORMANCE INDICATOR: Waste Management: Per Capita Collection of Putrescible Garbage

			01/02	02/03	03/04	04/05	05/06
Indicator:	<i>Efficiency: KCA garbage - kilogram per capita per annum</i>	Ratio	210.40	215.55	255.62	258.64	xx
		Cat. Ave	235.55	247.46	244.12	xx	xx
Objective:	<i>Measures the effectiveness of Council's effort in waste minimisation</i>						
Formula:	<i><u>Total tonnage of garbage collected</u> Total permanent population within Council boundaries (expressed as a ratio)</i>						

Data Source: DLG Comparative Information on NSW Councils

Factors Affecting the Indicator:

- Size of garbage container and frequency of collection
- Frequency of clean-up service and cost
- Promotion and education
- Availability of Council tip
- Size of recycling container and frequency of collection

PERFORMANCE INDICATOR: Human Resources

			01/02	02/03	03/04	04/05	05/06
Indicator:	<i>Corporate: Staff per 1000 capita</i>	Ratio	4.16	4.13	4.13	4.13	xx
		Cat. Ave	5.62	5.60	xx	xx	xx
Objective:	<i>To highlight the ratio of staff to population numbers</i>						
Formula:	<u><i>Total Full Time Equivalent Staff x 1000</i></u>						
	<i>Total Permanent Population within Council boundaries (expressed as a ratio)</i>						

Data Source: DLG Comparative Information on NSW Councils

Factors Affecting the Indicator:

- Staff morale/motivation
- Quality of working environment
- Effectiveness of human resource management
- Effectiveness of reward system/performance management recognition
- Labour market forces
- Use of contractors
- Population mix
- Relative efficiency

PERFORMANCE INDICATOR: Human Resources

			01/02	02/03	03/04	04/05	05/06
Indicator:	<i>Total No. of EFT Staff</i>	Ratio	56.00	56.00	56.00	56.00	xx
		Cat. Ave	260.37	259.72	282.94	xx	xx
Objective:	<i>To compare staff employment levels</i>						
Formula:	<i>Total Full Time Equivalent Staff</i>						

PERFORMANCE INDICATOR: Asset Management

			01/02	02/03	03/04	04/05	05/06	
Indicator:	Capital Expenditure Ratio	Ratio	1.06	0.31	0.67	2.92	0.49	
		Cat. Ave	0.86	-0.33	1.30	xx	xx	
Objective:	<i>To determine Councils ability to replace or add to capital assets compared to the consumption (depreciation) of assets</i>							
Formula:	<u>2005/06 PP & E – 2004/05 PP&E</u> 2004/05 Depreciation Expense							

Data Source: DLG Comparative Information on NSW Councils

Factors Affecting the Indicator:

- Capital expenditure policy
- Valuation methodology
- One-off changes to asset base
- Depreciation rates used

PERFORMANCE INDICATOR: Financial Management

			01/02	02/03	03/04	04/05	05/06
Indicator:	Assets: Unrestricted Current Ratio	Ratio	3.19	4.86	3.98	3.76	3.84
		Cat. Ave	2.33	2.47	2.28	xx	xx
Objective:	<i>To assess the adequacy of working capital and the ability to satisfy obligations in the short term</i>						
Formula:	$\frac{\text{Current Assets - All External Restrictions}}{\text{Current Liabilities - Specific Purpose Liabilities}}$ (Ratio)						

Data Source: DLG Comparative Information on NSW Councils

Factors Affecting the Indicator

- Ability to control working capital
- Availability of cash and cash equivalents
- Level of restricted assets
- Management policies and practices
- Planning and budgetary control

PERFORMANCE INDICATOR: Financial Management

			01/02	02/03	03/04	04/05	05/06
Indicator:	<i>Assets: Debt Service Ratio</i>	Ratio	0.00	0.08	4.42	4.25	4.01
		Cat. Ave	3.15	2.56	2.91	xx	xx
Objective:	<i>To assess the degree to which revenues are committed to the repayment of debt</i>						
Formula:	<p style="text-align: center;"><u><i>Net Debt Service Cost</i></u></p> <p style="text-align: center;"><i>Operating Revenue</i></p> <p style="text-align: center;">(expressed as a percentage)</p>						

Data Source: DLG Comparative Information on NSW Councils

Factors Affecting the Indicator:

- Rate of new development.
- Management policies and practices.
- Debt policy.
- Interest rate movements
- Level of cash reserves
- Capital investment strategies and capital contributions policies

PERFORMANCE INDICATOR: Financial Management

			01/02	02/03	03/04	04/05	05/06
Indicator:	<i>Income: Average Rate per Residential assessment</i>	Ratio	1015.34	1043.68	1054.31	1046.49	1085.22
		Cat. Ave	612.67	625.87	640.83	xx	xx
Objective:	<i>To highlight the relative level of Council's residential rates for comparative purposes</i>						
Formula:	<i><u>Total Residential Rates Yield</u></i> <i>No. of Rateable Residential Properties</i> (expressed as a ratio)						

Data Source: DLG Comparative Information on NSW Councils

PERFORMANCE INDICATOR: Financial Management

			01/02	02/03	03/04	04/05	05/06
Indicator:	<i>Income: Average Rate per Business assessment</i>	Ratio	664.46	1014.93	850.75	878.17	887.75
		Cat. Ave	3412.99	3423.28	4183.02	xx	xx
Objective:	<i>To highlight the relative level of Council's business rates for comparative purposes</i>						
Formula:	<i><u>Total Business Rates Yield</u> No. of Rateable Business Properties (expressed as a ratio)</i>						

Data Source: DLG Comparative Information on NSW Councils

Factors Affecting the Indicator

- Level of reliance on other income sources
- Rate-pegging legislation limiting overall income
- Rating mix relativities between categories
- Mix of residential properties
- Revaluation of a council area
- Mix of rates and charges
- Special variations granted
- Level of services provided in the area
- Rating structure used by Council

PERFORMANCE INDICATOR: Financial Management

			01/02	02/03	03/04	04/05	05/06
Indicator:	<i>Assess effectiveness of revenue collection</i>	Ratio	10.58	6.03	3.83	3.91	3.91
		Cat. Ave	5.65	4.84	4.30	xx	xx
Objective:	<i>To assess the impact of uncollected debtors and rates on liquidity and the adequacy of recovery efforts</i>						
Formula:	<i><u>Rates outstanding + Debtors outstanding</u> Rates collectable + Debtors collectible</i>						

Data Source: DLG Comparative Information on NSW Councils

PERFORMANCE INDICATOR: Sources of Revenue

			01/02	02/03	03/04	04/05	05/06
Indicator:	<i>Income: Sources of Revenue</i>		na	75.03	74.28	74.62	72.50
Objective:	<i>To assess the degree of dependence or reliance on rate revenue, or other sources of revenue, both operating and capital</i>						
Formula:	<i><u>Rates & Annual Charges Revenues</u></i> <i>Total Ordinary Revenue</i>						

Data Source: DLG Comparative Information on NSW Councils

Factors Affecting the Indicator:

- Level of entrepreneurial and investment activity by Council
- Socio-economic characteristics of the area
- Relative level of State/Federal funding
- Rate of new development

2006/07 – 2009/10 Management Plan

Source of Revenue		01/02	02/03	03/04	04/05	05/06
Rates	Ratio	67.02	74.19	73.29	74.74	72.50
	Cat Av	56.82	53.56	54.20	xx	xx
Fees and Charges	Ratio	• 9.21	• 8.98	8.06	9.50	8.78
	Cat Av	• 18.2 4	• 17.5 3	17.48	xx	xx
Interest	Ratio	2.66	• 2.83	5.24	4.72	4.42
	Cat Av	• 2.53	• 2.80	3.24	xx	xx
Grants	Ratio	8.88	• 7.54	8.19	5.99	5.42
	Cat Av	• 8.72	• 8.00	7.30	xx	xx
Contributions and Donations	Ratio	• 6.59	• 4.04	2.50	2.94	1.68
	Cat Av	• 8.49	• 11.8 1	8.50	xx	xx
Other Operating Revenue	Ratio	• 5.64	• 2.43	2.72	2.14	5.05
	Cat Av	• 5.20	• 6.36 0	9.28	xx	xx
Total Revenue	Ratio	• 7.67 8	• 8.34 5	8.777	8.980	9.589
	Cat Av	• 32.5 1	• 32.6	37.6	xx	xx
Total Operating Revenue Per Capita	Ratio	• 527. 09	• 609. 32	632.49	630.01	668.61
	Cat Av	• 701. 89	• 748. 12	833.30	xx	xx
% Movement in Rates & Annual Charges Revenue from previous year	Ratio	• 5.4	• 20.3 1	3.91	4.29	3.62

2006/07 – 2009/10 Management Plan

	Cat Av	• 5.90	• 5.27	-0.16	xx	xx
% Movement in User Charges & Fees from previous year	Ratio	• - 2.35	• 5.94	-5.61	20.65	-1.29
	Cat Av	• 13.3 5	• 7.34	1.11	xx	xx

2006/07 – 2009/10 Management Plan

Source of Expenditure		01/02	02/03	03/04	04/05	05/06
Employee Costs	Ratio	• 36.0 3	• 35.9 9	34.70	37.97	38.31
	Cat Av	• 41.5 6	• 42.6 7	42.59	xx	xx
Materials and Costs	Ratio	• 27.4 1	• 26.0 6	27.03	25.73	32.66
	Cat Av	• 24.1 9	• 24.1 1	23.86	xx	xx
Interest Charges	Ratio	• 0.00	• 0.07	1.67	1.56	1.33
	Cat Av	• 0.78	• 0.73	0.63	xx	xx
Depreciation	Ratio	13.68	• 12.8 2	12.23	12.64	10.47
	Cat Av	• 15.6 3	• 14.7 9	14.77	xx	xx
Other Operating Expenses	Ratio	• 22.8 8	• 25.0 6	24.37	22.11	17.19
	Cat Av	• 17.8 3	• 17.7 0	18.15	xx	xx
Total Expenses	Ratio	• 7.76 8	• 8.12 5	8.675	8.544	9.079
	Cat Av	• 31.2 7	•		xx	xx
Total Operating Expenses per capita	Ratio	• 577. 25	• 599. 94	633.58	614.19	652.65

2006/07 – 2009/10 Management Plan

	Cat Av	• 717. 33	• 747. 58	830.25	xx	xx
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HUNTER'S HILL COUNCIL



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