Hawkesbury City Council

attachment to item 353

the 2005/2006 management plan review - september quarter

date of meeting: 14 June 2005
location: council chambers
time: 5:00 p.m.

Hawkesbury City Council

2005/2006 management plan review

september quarter

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EXECUTIVE SUMMARY

EXECUTIVE SUMMARY

The September Quarterly Review of the 2005-2006 Management Plan is reported to Council in accordance with the requirements of the Local Government Act 1993 as amended. The review for the 3 (three) month period ending 30 September 2005 has been completed and reports an estimated balanced position, albeit not without significant reductions in program and operating costs, to offset reductions in expected revenue streams.

The increasing cost pressures and reduction in revenue streams continue in this quarterly review with a total unfavourable adjustments of $627,376. To offset these adjustments additional grant income of $98,000 was received, the 6 month staff freeze and redundant positions saved an additional $234,000 and program cuts of $273,000 were necessary.

This trend continues from previous financial years where unfavourable adjustments in both the 2003/04 and 2004/05 year totalled over $2 million each year.

ECONOMIC REVIEW

Consumer Sentiment

Consumer expectations and sentiments declined in the September quarter as a result of rising fuel prices and developments in the international scene. However, actual consumer spending was relatively healthy with increases in new motor vehicle sales seasonally adjusted (2%) and retail turnover especially in the recreation and hospitality sectors.

Employment Growth

According to leading indicators, employment growth has slowed down. In response to slowing job gains, the unemployment rate has edged up to 5.1% in September after a 30 year low of 5% during the June to August period. The labour force participation rate has also dropped marginally to 64.5% from 64.8% as jobs growth slowed down.

Inflation

Inflation which had been contained between 2% to 3% for the past year, jumped to an annual rate of 3% in the September quarter. Major contributing factors to this have been increases in fuel prices, domestic holiday travel and accommodation, property rates and charges, and higher prices for energy and raw materials as a result of strong global demand.

Housing

The latest figures indicate that the housing market is headed for a soft landing. Dwelling construction permits have declined in June, July and August (18%) and has raised concerns that the bottom has yet to be reached. However, it is predicted that dwelling starts will need to rise in 2006 to meet demand in household formation. Furthermore rental vacancies are at their lowest levels since the 1980's.

Interest Rates

The cash rate at 5.5% has remained unchanged since March this year. However, the latest Monetary Policy Statements issued by the Reserve Bank suggest that higher interest rates may be needed if fuel prices move higher than their current levels for a prolonged period, and there are upward pressures on labour market conditions. Higher prices for energy and raw materials resulting in higher terms of trade and higher incomes are predicted to be a positive for the Australian economy. Furthermore, borrowing for housing and consumer spending has slowed which has reduced the necessity for a rate hike perhaps until late 2006.

FINANCIAL PERFORMANCE - YTD 30th SEPTEMBER 2005

Operating Expenditure

Council's YTD total operating expenditure required for the provision of core services including road maintenance, parks, library, cultural and recreational facilities, regulatory services, building and development control, waste management, environmental and sewerage services consumed $11.8 million compared to the YTD budget of $12.4m. The majority of this can be attributed to self funding programs such as Sewerage, Waste, Environmental Stormwater and Sullage which cannot be utilised for general operations. All other programs were within the budget tolerance limit of 5%, with minor variations as a result of invoices not yet received or programs not yet commenced. A detailed explanation of any significant budget variations are referred to within this report.

Operating Revenue

Council's YTD total operating revenue for fees & charges, interest and other revenues is below budget estimates by $180,000 for this quarter. When projected to the end of the year this results in an overall revenue shortfall of $336,000. This is largely attributed to less than anticipated rental income ($153,000) due to the vacancy of the commercial space which has recently been leased, $88,000 reduction in interest earnings due to less available cash for investing and a reduction in other fees relating to animal control, building certificates and sub-division fees. Any potential additional rates revenue cannot be quantified at this stage until the pensioner claims have been processed.

Capital Expenditure

Council manages and maintains in excess of $357 million worth of assets and to date has spent $0.80 million of a $14.90 million capital budget with expenditure on the cultural precinct, road construction, fleet replacements, footpath and cyclepath replacements and parks furniture replacements.

Council's net cash and investments for the quarter total $25 million and an average investment return of 6.15% has been achieved. Council has maintained its ability to meet current commitments ending the period with a working capital ratio of 1.66.

Further analysis of the September Quarter financial results can be found within the Management Discussion and Analysis section of this report.

QUARTERLY REVIEW

Although the year end projected result remains balanced the following explanatory notes are provided on major variations including recommended capital variations to fund the balance of operational expenditure.

Operational Variations

Executive Management and Internal Audit - $74,973 (Favourable)

Savings in budgeted salary expenses including superannuation as a result of the Internal Auditor position being made redundant ($83,734) off set by executive management salary reviews ($8,761).

Communications - $9,736 - (Favourable)

Savings against budget from S356 expenditure ($13,000) off set by $3,264 salary expenses from management salary reviews.

Human Resources - $20,000 - (Favourable)

Training expenses $20,000 under budget.

Building Control & Development Control - $86,957 (Unfavourable)

Building activity income was below budget by $38,792 resulting from the slowdown in construction activity. Salary expenses exceeded budget by $15,665 due to management salary reviews, casual staff replacements for staff on maternity leave and unbudgeted long service leave.

Subdivision fees income below budget expectations by $25,808 due to the economic slowdown has been off set by favourable variances in development application income ($11,095). Unanticipated general office expenditure and salary expenses resulting from salary reviews exceeded budget by $11,700 and $6,087 respectively.

Heritage - $12,790 (Favourable)

Heritage Review expenses were $12,790 below budget expectations.

Sewerage Management Facilities Income

An increase in sewer management facilities income of $1,160 and inspection income of $3,048 has been transferred to the Sewer Management Facilities Reserve in order to improve its current deficit reserve balance.

Cultural Services - $22,000 (Unfavourable)

Salary expenses in Cultural Services exceeded budget due to staff vacancy requiring replacement of $18,000 and an annual leave payout of $4,000 on termination.

Library Services - $10,640 (Favourable)

A six month delay in recruitment for the manager's position has resulted in savings in salary expenses of $15,000 compared to budget off set by and $4,360 unbudgeted salary expenses for salary reviews.

Community Services - $15,940 (Unfavourable)

The savings of $4,500 due to the cessation of discretionary community donations off set by $20,440 increase in salary expenses resulting from performance reviews.

Animal Control & Health Services- $42,613 (Unfavourable)

Income from dog registrations below budget expectations by $23,000 and casual staff expenses have increased by $3,529 as a result of variations to penalty rates. Furthermore, $16,083 unbudgeted expenses in Health services resulting from salary reviews and unanticipated sick leave has resulted in an unfavourable variance of $42,613.

Parking Patrol and Regulation & Enforcement - $3,434 (Favourable)

Increase in Parking Patrol income of $9,932 and income from fines and penalties of $6,402 off set by $12,900 unfavourable variance in parking expenses.

Waste Services

Additional over expenditure in Waste staff salaries of $57,993 attributed to the impact of increased penalty rates and $5,000 increase in unbudgeted general office expenditure to be funded from the Waste Reserve.

Emergency Services - Fire Control - $22,836 (Favourable)

Contributions to the Bush Fire Fighting Fund below budget by $27,137 but contributions to the Windsor Fire District increased by $4,301 resulting in a net favourable variance of $22,836.

Ferry Operations, Car Parking & Ancillary Services - $96,717 (Favourable)

Savings in budgeted expenses for Lower Portland Ferry maintenance of $66,332, car park maintenance expenses of $21,000, standpipes program expenses of $12,000 off set by unbudgeted salary expenses of $2,615 resulting from salary reviews.

Roadworks, Kerb Guttering & Drainage - $27,834 (Favourable)

The roads maintenance component of the Financial Assistance Grant for 2005-2006 is above budget estimates by $12,000 and is to be utilised for additional drainage maintenance. Furthermore, additional Grant income of $4,216 received from the RTA is to be utilised for the Roadworks Weight Tax Subsidy program.

Savings identified in kerb gutter and drainage maintenance of $17,000 and salary savings associated with the redundant OH&S Officer position of $44,297 off sets additional salary expenses $13,463, resulting from salary reviews and superannuation retirement scheme provisions combined with $20,000 fuel running costs.

Parks & Recreation - $38,256 (Unfavourable)

Additional expenditure compared to budget has resulted from $24,780 Westpool Insurance Annual fee for OASIS and increased insurance costs, $7,000 reduction in mall income which had been recognised as rental income under property development, and $6,476 increase in casual salaries attributed to increased penalty rates.

Building Maintenance -$5,031 (Unfavourable)

Unbudgeted expenses resulted from insurance claims of $6,000 and underground mains maintenance of $4,000 off set by $4,969 savings in building maintenance.

Financial Operations & Investment Debt Servicing - $6,000 (Favourable)

The general purpose component of the Financial Assistance Grant received was above budget estimates by $98,213. In addition interest earnings for the quarter were above budget estimates by $20,962. These favourable variances have been off set by a reduction in interest income of $109,175 already recognised in waste and sewer funds and increase in FBT of $4,000.

Procurement & Fleet Management - $21,957 (Favourable)

As a result of the Administration Purchasing Officer position being made redundant, salary savings of $41,957 has off set a net increase of $20,000 in fleet management vehicle expenses.

Governance & Word Processing - $15,633 (Unfavourable)

Administrative services legal expenses exceeded budget by $32,393 as a result of the investigation into the removal of trees at Kurrajong. However, savings in Word Processing salaries of $16,760 due to delayed replacements has resulted in a net unfavourable result of $15,633.

Property Leasing $ Property Development- $153,337 (Unfavourable)

Projected income from property leasing was below budget expectations by $153,337. The major contributing factors were loss in rental income from the Derrubin Centre - $117,463, Windsor Function Centre- $19,831, Lower Portland Ferry & Webbs Creek Ferry - $2,787, Windsor Central Shop - $34,256, off set by increased rental income from Fitzgerald Street - $9,000 & Johnson Building $12,000.

Information Services & Commercial Response - $105,245 (Favourable)

Computer Services operational expenses were below budget expectations by $40,245, as a result of the Corporate Systems Support Officer position being made redundant ($33,245), savings in hardware maintenance ($4,000) and savings in software maintenance ($3,000).

Savings of $65,000 of expenses compared to budget was identified by the Commercial Response Unit programs; a $20,000 reduction in contribution to outside bodies, $10,000 reduction in the Economic Development program, $10,000 contribution to the Chamber of Commerce and $25,000 allocated towards the Signage program.

Legal Services - $50,000 (Unfavourable)

Legal expenses were over budget estimates by $50,000. The contributory factors to this unfavourable variance were increases in legal expenses of $5,000 associated with the leasing of the Derrubin Centre, increase in Development Control legal expenses - $34,000 and Property Development legal expenses of $11,000.

City Planning - $36,605 (Favourable)

New grant income of $80,000 from the Department of Planning is to fund the expenditure for the Hawkesbury Local Environment Plan. Identified savings of $32,394 in legal expenses has been transferred to Administration to fund the Kurrajong Trees legal expenses and $4,210 has been identified as savings from the Heritage Review Program.

Capital Variations

Roadworks Construction - Nil variance

The roads capital works component of the Financial Assistance Grant for 2005-2006 is above budget estimates by $46,092 and these funds are to be utilised for roadworks programs in Wallace Road ($13,000), Corner of Spinks and Golden Valley ($14,392), 102 Bells line of Road Kurrajong ($8,700) and North Street Windsor ($10,000).

Parks - $19,000 (Unfavourable)

Additional expenditure of $19,000 has been identified for the Building Construction & Maintenance of other assets at the OASIS. Furthermore, as per Council resolution $15,000 is to be allocated to the categorisation of Community Land Process. This is to be funded from remaining funds from the Regional Skate Park Project transferred to the Loan Reserve at 2004-2005 year end.

Sewer Management

As per Council resolution of 9 August 2005,$90,000 has been allocated to the construction of sewer main at Fairey Road to be funded from the Sewer Asset Replacement Reserve.

FINANCIAL PERFORMANCE

SEPTEMBER 2005 QUARTER

HAWKESBURY CITY COUNCIL

30 SEPTEMBER 2005

MANAGEMENT DISCUSSION AND ANALYSIS

OPERATING PERFORMANCE

YTD operating expenditure is within budget tolerance limits of 5.00%, however revenue is below. Rates income is above YTD budgets however the quantum will be determined once pensioner claims have been processed. Other revenue is $84,000 below budget due to rental income. A review of vacancy rates will be necessary at the quarterly review to identify any budget shortfall in income streams. Fees & Charges income is below budget by $73,000 due to building fees, dog pound and sub-division fees. Interest earnings are also below budget targets due to over estimated budget projections.

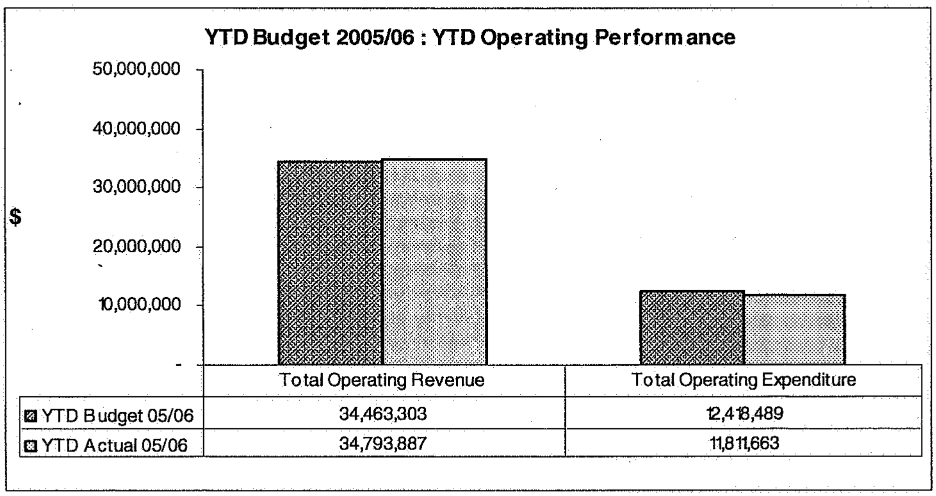
Operational expenditure is below projected budgets at 95%, the majority of under expenditure $600,000 attributed to self funding programs such as Sewerage, Waste, Environmental Stormwater and Sullage which are transferred to reserves. All other programs are marginally under YTD budgets, a result of invoice payments not yet received or programs not yet commenced.

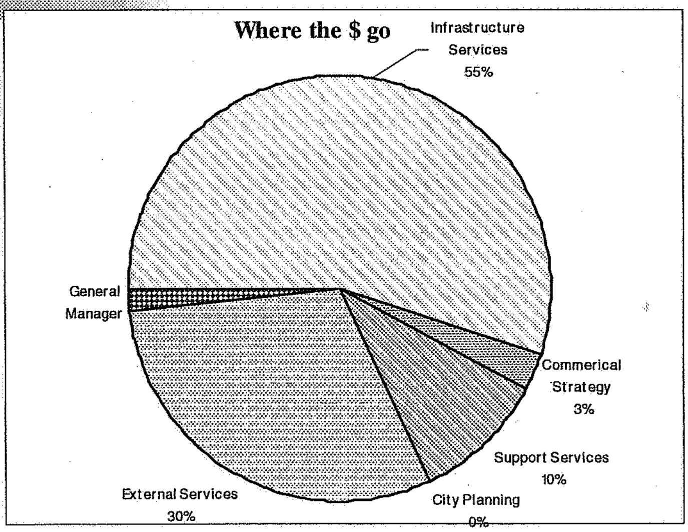
FACTS AND FIGURES

	YTD Budget	YTD Actual	%
Rates Revenue	30,373,031	30,880,879	102%
Rate Arrears %	4.04%	63.63%	
Fees & Charges	1,205,625	1,132,247	94%
Total Operating Revenue	34,463,303	34,793,887	101%
Other Revenue	768,476	684,355	89%
Revenue Ratio	88.13%	88.75%	

QUARTER HIGHLIGHTS

- **Operating Revenue 101% of YTD Budget**
- **Net Operating Expenditure $11.8 million or 95% of YTD Budget**
- **Cash & Investments $25.5m**





OPERATING EXPENDITURE

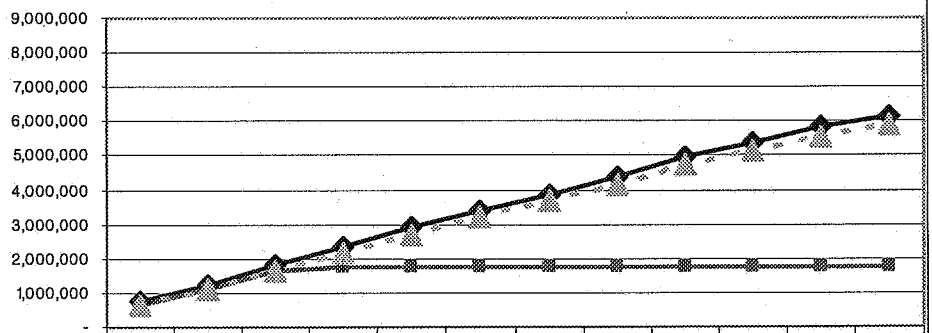
	YTD Budget	YTD Actual	%
Infrastructure Services	4,505,347	4,506,668	100%
Sewerage Services	1,072,766	966,543	90%
Commercial Strategy	303,764	343,253	113%
Support Services	1,263,529	1,188,380	94%
City Planning	17,347	-20,807	-120%
External Services	2,453,118	2,345,797	96%
Waste Management Services	1,335,335	1,196,691	90%
General Manager	230,868	191,879	83%

REVENUE PROJECTIONS —GENERAL FUND

YTD target revenue streams other than rates are below targets due to less than expected rental income, construction certificates, sub-division fees, dog pound fees and interest earnings. When projected out on the current trends revenue streams are estimated to be $251,000 short of projections.

These revenue streams will need to be closely monitored (reviewed quarterly) particularly rental income, development assessment, building control and interest income.

Revenue Budget vs Actual 2005/06



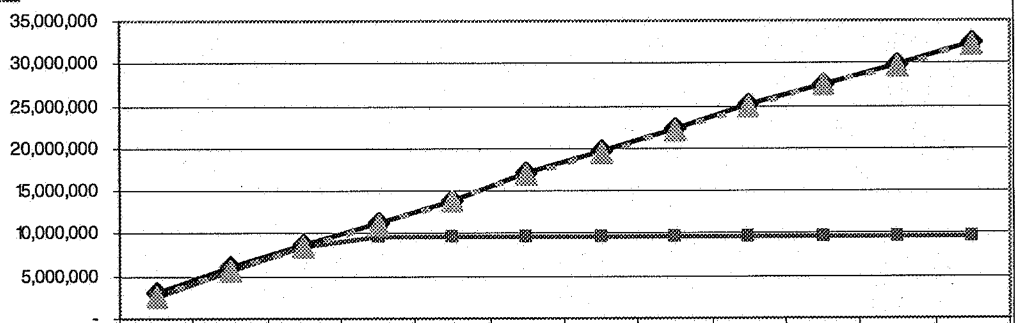
	1	2	3	4	5	6	7	8	9	10	11	12
Budget	738,675	1,250,877	1,807,338	2,347,791	2,894,311	3,415,537	3,877,522	4,394,214	4,944,988	5,370,671	5,823,805	6,143,957
Actual	627,055	1,094,280	1,627,960	1,754,843	1,754,843	1,754,843	1,754,843	1,754,843	1,754,843	1,754,843	1,754,843	1,754,843
Projected	627,055	1,094,280	1,627,960	2,160,413	2,698,933	3,212,159	3,666,144	4,174,836	4,717,610	5,135,293	5,580,427	5,892,579

EXPENDITURE PROJECTION—GENERAL FUND

General fund YTD targeted expenditure for September was $8.7 million compared to Actual expenditure of $8.5 million. Under expenditure is the result minor expenditure variances across programs awaiting invoice payments and projects to commence.

Based on current expenditure trends, projected actual expenditure is currently within budget but will need to be closely monitored in upcoming months.

General Fund Expenditure Budget vs Actual 2005/06



	1	2	3	4	5	6	7	8	9	10	11	12
Budget	3,132,365	5,994,094	8,694,216	11,305,396	13,954,942	17,051,995	19,703,897	22,256,578	25,216,682	27,587,617	29,835,121	32,399,762
Actual	2,494,763	5,659,489	8,489,054	9,601,570	9,601,570	9,601,570	9,601,570	9,601,570	9,601,570	9,601,570	9,601,570	9,601,570
Projected	2,494,763	5,659,489	8,489,054	11,100,234	13,749,780	16,846,833	19,498,735	22,051,416	25,011,520	27,382,455	29,629,959	32,194,600

QUARTER HIGHLIGHTS

- **Revenue projections $251,000 Shortfall**
- **Expenditure projections currently within budget.**

FACTS AND FIGURES

GENERAL FUND	YTD Budget	YTD Actual
Operating Revenue	1,807,338	1,627,960
Operating Expenditure	8,694,215	8,489,053
ALL FUNDS		
Capital Expenditure	3,730,419	846,279

CONCLUSION

Council ended the period with an operating expenditure within budget tolerance limits of 5.00%, however some revenue categories are outside this limit and will need to be reviewed this quarter . Based on current trends projected revenue streams are currently below budget targets by $251,000 whilst operating expenditure is within budget. The current projected trends to not incorporate any identified budget variations required thus far. All programs will require close monitoring of expenditure and revenue in the upcoming financial year in order to identify abnormal expenditure trends which require rectification.

HAWKESBURY CITY COUNCIL

Statement of Financial Performance

For the period ended 30th September 2005

2005 Est. Actual $		2006 Budget $	2006 Amd Budget $	2006 YTD Budget $	2006 Actual $	% of Budget
	OPERATIONAL ACTIVITIES					
	Revenue from ordinary activities					
18,428,417	General Rates and Charges	19,101,169	19,101,169	18,719,146	19,038,080	102%
11,951,932	Utility Rates and Charges	12,177,573	12,177,573	11,653,885	11,842,798	102%
30,380,349		31,278,742	31,278,742	30,373,031	30,880,879	102%
4,475,252	Fees & Charges	4,832,979	4,820,994	1,205,625	1,132,247	94%
7,957,258	Grants /Subsidies Current	8,548,520	8,572,420	1,763,247	1,763,247	100%
1,527,055	Contributions	-	-		-	0%
2,098,493	Other	2,249,333	2,249,333	768,476	684,355	89%
1,476,974	Interest Earnings	1,405,841	1,405,841	352,924	333,159	94%
47,915,381	**Total Operating Revenues**	**48,315,415**	**48,327,330**	**34,463,303**	**34,793,887**	**101%**
	Expenses from ordinary activities					
28,658,218	Infrastructure Services	28,306,869	28,780,351	6,541,609	6,519,546	100%
867,519	Commerical Strategy	954,291	1,028,999	303,764	343,253	113%
3,315,010	Support Services	2,978,359	3,336,406	1,263,491	1,188,380	94%
-	City Planning	69,388	69,388	17,347	(20,807)	-120%
14,699,221	External Services	15,038,498	15,382,374	4,042,889	3,589,357	89%
248,084	Hawkesbury Leisure Centre	-	-	-	352	0%
1,204,504	General Manager	999,382	967,490	251,868	191,879	76%
48,992,556	**Total Operating Expenses**	**48,346,787**	**49,565,008**	**12,420,968**	**11,811,960**	**95%**
(1,077,175)	**Operating Surplus/(Deficit) before capital items**	**(31,372)**	**(1,237,678)**	**22,042,335**	**22,981,927**	
	CAPITAL FUNDING AND EXPENDITURE					
	Sources of capital funding (excluding reserves)					
2,846,843	Proceeds from the sale of capital assets	6,445,400	6,525,400	-	7,268	
8,230,783	Depreciation	6,921,575	6,921,575	1,730,394	1,730,394	
1,085,575	Developer contributions, grants and subsidies	992,767	1,047,767	186,801	156,549	
12,163,201		14,359,742	14,494,742	1,917,195	1,894,211	99%
	Application of capital funding					
	Non current capital assets :					
11,782,673	Buildings	109,300	3,558,257	889,564	222,047	
1,984,575	Infrastructure	2,116,383	5,885,762	1,471,441	321,165	
5,695	Land	500,000	500,000	125,000	-	
1,079,884	Other	1,076,989	2,099,955	524,989	173,732	
2,449,850	Plant & Equipment	2,752,700	2,877,700	719,425	129,335	
17,302,677		6,555,372	14,921,674	3,730,419	846,279	23%
	Principal loan redemptions :					
15,147	Loan Redemptions	4,960	4,960	4,960	2,439	
5,154,623	**Net Capital Expenditure**	**(7,799,410)**	**431,892**	**1,818,184**	**(1,045,493)**	
	NET RESERVE TRANSFERS					
	Retained surplus (deficiency) from prior years					
27,810,457	Transfer from Reserves	17,952,255	27,469,863	3,730,419	2,404,381	64%
(21,578,659)	Transfer (to) Reserves	(25,720,293)	(25,800,293)	(12,866,129)	(12,866,129)	100%
-	**Retained surplus (deficiency) available for general funding purposes**	**(0)**	**(0)**	**11,088,441**	**13,565,672**	

HAWKESBURY CITY COUNCIL

Statement of Financial Position

For the period ended 30th September 2005

2005 Est. Actual $		2006 Budget $	2006 Amd Budget $	2006 YTD Budget $	2006 Actual $	Variance $
	Current Assets					
19,336,854	Cash assets & Investments	27,104,892	17,667,284	20,872,004	25,526,791	7,859,507
3,512,604	Receivables	3,512,604	3,512,604	22,217,632	22,217,632	18,705,028
330,137	Inventories	330,137	330,137	314,111	314,111	(16,026)
-	Other	-	-	-	-	-
23,179,595		30,947,633	21,510,025	43,403,747	48,058,534	26,548,509
	Non-Current Assets					
11,592,381	Other	11,592,381	11,592,381	11,592,381	11,592,381	-
325,891,999	Property, plant and equipment	325,525,796	333,892,098	327,892,024	325,007,884	(8,884,214)
-	Capital works in progress	-	-	-	-	-
337,484,380		337,118,177	345,484,479	339,484,405	336,600,265	(8,884,214)
360,663,975	**TOTAL ASSETS**	**368,065,810**	**366,994,504**	**382,888,151**	**384,658,799**	**17,664,295**
	Current Liabilities					
2,436,392	Payables	2,436,392	2,436,392	2,436,392	1,225,599	(1,210,793)
2,517,635	Provisions	2,517,635	2,517,635	2,517,635	2,503,097	(14,538)
61,323	Borrowings	56,363	56,363	56,363	58,884	2,521
-	Other	-	-	-	-	-
5,015,350		5,010,390	5,010,390	5,010,390	3,787,580	(1,222,810)
	Non-Current Liabilities					
-	Interest bearing liabilities	-	-	-	-	-
3,745,526	Provisions	3,745,526	3,745,526	3,745,526	3,745,526	-
3,745,526		3,745,526	3,745,526	3,745,526	3,745,526	-
8,760,876	**TOTAL LIABILITIES**	**8,755,916**	**8,755,916**	**8,755,916**	**7,533,106**	**(1,222,810)**
351,903,099	**NET COMMUNITY ASSETS**	**359,309,894**	**358,238,588**	**374,132,235**	**377,125,693**	**18,887,105**
	Community Equity					
335,159,631	Capital and Capital Reserves	334,798,388	343,164,690	337,164,616	336,354,805	(6,809,885)
14,501,282	Other reserves	22,269,320	14,981,659	23,636,993	25,122,423	10,140,764
2,242,186	Unexpended Grants & Subsidies	2,242,186	92,239	2,242,186	2,082,793	1,990,554
-	Retained surplus /(deficit)	-	0	11,088,441	13,565,672	13,565,672
351,903,099	**TOTAL COMMUNITY EQUITY**	**359,309,894**	**358,238,588**	**374,132,235**	**377,125,693**	**18,887,105**

HAWKESBURY CITY COUNCIL

Statement of Cash Flows

For the period ended 30th September 2005

2005 Est. Actual $		2006 Budget $	2006 Amd Budget $	2006 YTD Budget $	2006 Actual $	Variance $
48,230,520	Receipts from customers	47,902,341	47,969,256	15,608,178	15,936,608	32,032,648
- 43,355,988	Payments to suppliers and employees	(41,425,212)	(42,643,433)	(10,690,574)	(9,238,380)	(33,405,053)
4,874,532		6,477,129	5,325,823	4,917,604	6,698,228	(1,372,405)
1,476,974	Interest received	1,405,841	1,405,841	352,924	333,159	1,072,682
6,351,506	**Net cash inflow (outflow) from operating activities**	7,882,970	6,731,664	5,270,528	7,031,387	(299,723)
	Cash flow from investing activities:					
- 17,302,677	Payments for property, plant and equipment	(6,555,372)	(14,921,674)	(3,730,419)	(846,279)	(14,075,395)
2,846,843	Proceeds from sale of property plant and equipment	6,445,400	6,525,400	-	7,268	6,518,132
	Net proceeds (cost) from advances and investments					
- 14,455,834	**Net cash inflow (outflow) from investing activities**	(109,972)	(8,396,274)	(3,730,419)	(839,011)	(7,557,263)
	Cash flow from financing activities:					
	Proceeds from borrowings					
- 15,147	Repayment of borrowings	(4,960)	(4,960)	(4,960)	(2,439)	(2,521)
- 15,147	**Net cash inflow (outflow) from financing activities**	(4,960)	(4,960)	(4,960)	(2,439)	(2,521)
- 8,119,475	**Net increase (decrease) in cash held**	7,768,038	(1,669,570)	1,535,150	6,189,937	(7,859,507)
27,456,329	Cash at beginning of reporting period	19,336,854	19,336,854	19,336,854	19,336,854	-
19,336,854	**Cash at end of reporting period**	**27,104,892**	**17,667,284**	**20,872,004**	**25,526,791**	**(7,859,507)**

HAWKESBURY CITY COUNCIL

Statement of Restricted Assets

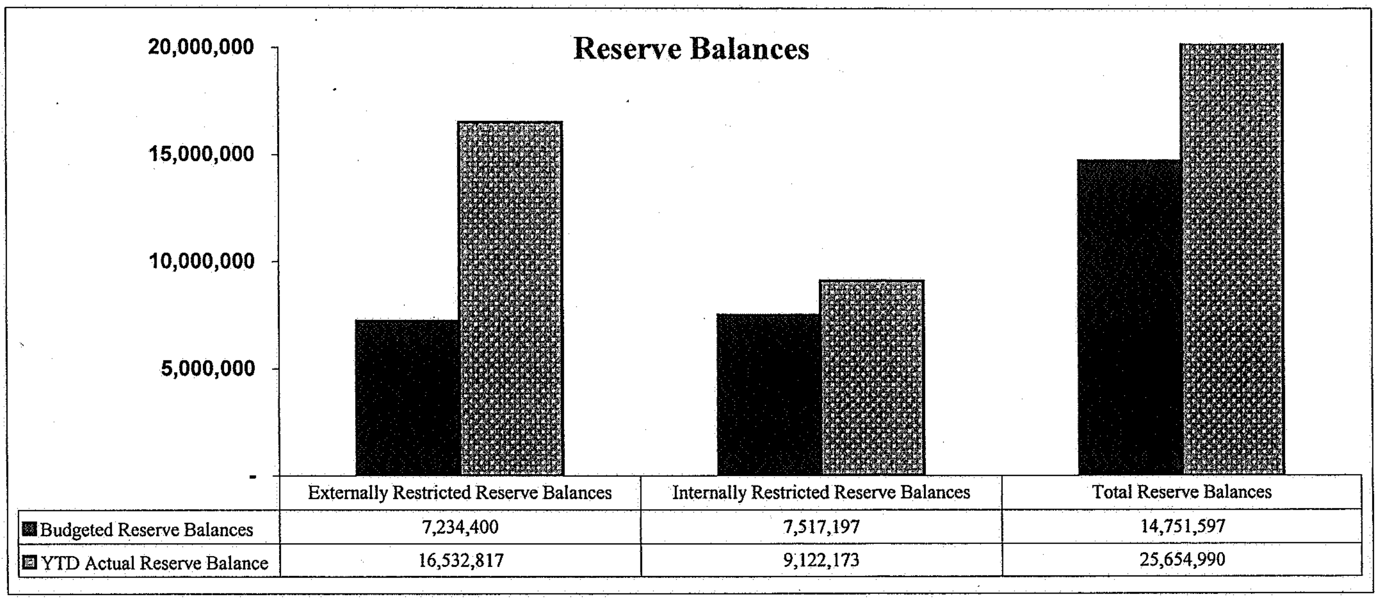
For the period ended 30th September 2005

2005 Est. Actual $		2006 Budget $	2006 Amd Budget $	2006 YTD Budget $	2006 Actual $
19,336,854	Cash assets & Investments	27,104,892	17,667,284	20,872,004	25,526,791
1,076,212	Net Receivables	1,076,212	3,512,604	19,781,240	20,992,033
20,413,066	**Total Cash & Receivables**	**28,181,104**	**21,179,888**	**40,653,244**	**46,518,824**
	Less Restricted Assets:				
(2,242,186)	Unexpended Grants and Subsidies	(2,242,186)	(92,239)	(2,242,186)	(2,082,793)
(14,501,282)	Reserves	(22,269,320)	(14,981,659)	(23,636,993)	(25,122,423)
(672,112)	Monies held in Trust	(672,112)	(672,112)	(672,112)	(821,731)
(930,000)	Monies held in Workers Comp Deposit	(930,000)	(930,000)	(930,000)	(930,000)
(18,345,580)	**Total Restricted Cash & Investments**	**(26,113,618)**	**(16,676,010)**	**(27,481,291)**	**(28,956,947)**
2,067,486	**Funds Available for Operations**	**2,067,486**	**991,274**	**13,171,953**	**17,561,877**

HAWKESBURY CITY COUNCIL
STATEMENT OF RESERVE BALANCES
For the Period Ending 30th September 2005

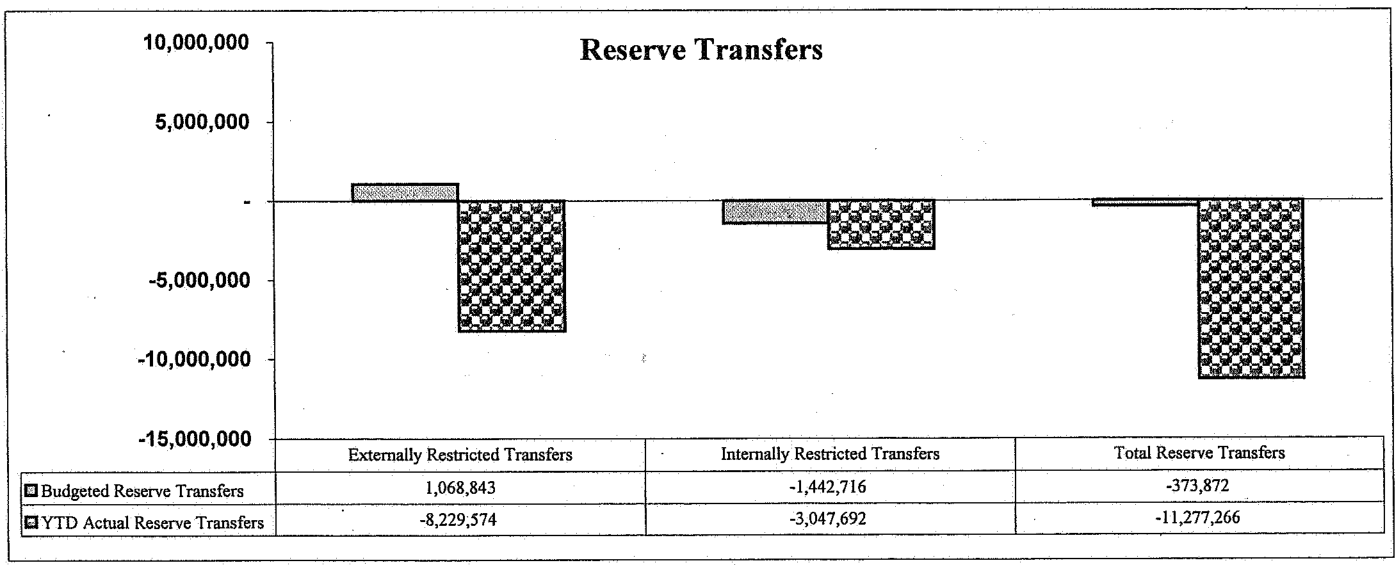
RESERVE BALANCES

	2005	2006	2006	2006
	Opening Balance	Budgeted Reserve Transfers	Budgeted Reserve Balances	YTD Actual Reserve Balance
Externally Restricted Reserve Balances	8,303,243	(1,068,843)	7,234,400	16,532,817
Internally Restricted Reserve Balances	6,074,481	1,442,716	7,517,197	9,122,173
Total Reserve Balances	**14,377,724**	**373,872**	**14,751,597**	**25,654,990**



RESERVE TRANSFERS

	2006	2006
	Budgeted Reserve Transfers	YTD Actual Reserve Transfers
Externally Restricted Transfers	1,068,843	- 8,229,574
Internally Restricted Transfers	- 1,442,716	- 3,047,692
Total Reserve Transfers	**- 373,872**	**- 11,277,266**



HAWKESBURY CITY COUNCIL
STATEMENT OF RESERVE BALANCES
For the Period Ending 30th September 2005

	2005	2006	2006	2006
	Opening Balance	Budgeted Reserve Transfers	Budgeted Reserve Balances	YTD Actual Reserve Balance
Externally Restricted Reserve Balances				
Asset Replacement Sewer	(248,269)	1,611,372	1,363,103	(226,269)
Environmental Plan	(616,816)	(89,174)	(705,990)	(616,816)
Waste Management Reserve	(88,845)	(455,077)	(543,922)	(4,789,846)
Heritage	(27,498)	27,862	364	(47,697)
Parks & Gardens	(40,943)	(1,693)	(42,636)	(41,192)
S94 Contributions	(4,261,386)	192,473	(4,068,912)	(4,386,300)
	(819,117)	(705,553)	(1,524,670)	(944,031)
	599,816	898,026	1,497,842	599,816
	(4,042,084)	-	(4,042,084)	(4,042,084)
Sewerage Reserve	(1,461,641)	(785,679)	(2,247,320)	(4,091,633)
Sewerage Management Facilities	42,965	-	42,965	42,965
Unexpended Grants Reserve	-	-	-	(1,334,429)
Stormwater Management	(1,600,811)	568,759	(1,032,052)	(2,376,030)
	(8,303,243)	**1,068,843**	**(7,234,400)**	**(16,532,817)**
Internally Restricted Reserve Balances				
Council S94	(449,394)	151,718	(297,676)	(524,394)
Drainage	(15,155)	(526)	(15,681)	(15,232)
ELE	(1,188,735)	(435,305)	(1,624,040)	(1,593,648)
Election	(63,506)	(31,128)	(94,634)	(93,506)
Extractive Industries	(1,144,762)	(39,037)	(1,183,799)	(1,150,521)
FVMRU	(118,887)	4,884	(114,003)	(118,887)
Glossodia/Freemans	(46,027)	(1,567)	(47,594)	(46,258)
HLC Risk Management	(93,495)	(3,252)	(96,747)	(93,495)
Information Technology	(369,009)	108,434	(260,575)	(524,009)
Kerb & Gutter	(310,912)	(109,039)	(419,951)	(312,882)
Loan	(3,511,564)	2,992,446	(519,117)	(3,256,296)
Plant Replacement	(335,303)	(18,596)	(353,899)	(398,976)
Property Development	3,910,929	(3,973,443)	(62,514)	3,914,164
Risk Management	(192,111)	(97,664)	(289,775)	(387,111)
Roadworks	(281,359)	(10,304)	(291,663)	(294,311)
Sullage	(309,542)	(35,381)	(344,923)	(2,320,329)
Trees	(36,832)	(1,279)	(38,111)	(37,021)
Unspent Contrb Reserve	(456,914)	(2,140)	(459,054)	(456,914)
Misc Specific Purpose	(22,580)	(823)	(23,403)	(22,599)
Workers Compensation	(1,039,323)	59,286	(980,037)	(1,389,947)
	(6,074,481)	**(1,442,716)**	**(7,517,197)**	**(9,122,173)**
Total Reserve Balances	**(14,377,724)**	**(373,872)**	**(14,751,597)**	**(25,654,990)**

BUDGET REVIEW

SEPTEMBER 2005 QUARTER

HAWKESBURY CITY COUNCIL

Budgeted Statement of Financial Performance

For the period ended 30th September 2005

2005 Est. Actual $		2006 Budget $	2006 Amd Budget $	2006 1st Qtr Adjust $	2006 Amd Budget $
	OPERATIONAL ACTIVITIES				
	Revenue from ordinary activities				
18,428,417	General Rates and Charges	19,101,169	19,101,169	-	19,101,169
11,951,932	Utility Rates and Charges	12,177,573	12,177,573	-	12,177,573
30,380,349		31,278,742	31,278,742	-	31,278,742
4,475,252	Fees & Charges	4,832,979	4,820,994	(70,365)	4,750,629
7,957,258	Grants /Subsidies Current	8,548,520	8,572,420	269,476	8,841,896
1,527,055	Contributions	-	-	-	-
2,098,493	Other	2,249,333	2,249,333	(160,337)	2,088,996
1,476,974	Interest Earnings	1,405,841	1,405,841	(88,213)	1,317,628
47,915,381	**Total Operating Revenues**	**48,315,415**	**48,327,330**	**(49,439)**	**48,277,891**
	Expenses from ordinary activities				
28,658,218	Infrastructure Services	28,306,869	28,780,351	108,403	28,888,754
867,519	Commerical Strategy	954,291	1,028,999	(55,245)	973,754
3,315,010	Support Services	2,978,359	3,336,406	(15,060)	3,321,345
-	City Planning	69,388	69,388	47,606	116,994
14,699,221	External Services	15,038,498	15,382,374	129,719	15,512,092
248,084	Hawkesbury Leisure Centre	-	-	-	-
1,204,504	General Manager	999,382	967,490	(101,804)	865,686
48,992,556	**Total Operating Expenses**	**48,346,787**	**49,565,008**	**113,618**	**49,678,626**
(1,077,175)	**Operating Surplus/(Deficit) before capital items**	**(31,372)**	**(1,237,678)**	**(163,057)**	**(1,400,735)**
	CAPITAL FUNDING AND EXPENDITURE				
	Sources of capital funding (excluding reserves)				
2,846,843	Proceeds from the sale of capital assets	6,445,400	6,525,400	-	6,525,400
8,230,783	Depreciation	6,921,575	6,921,575	-	6,921,575
1,085,575	Developer contributions, grants and subsidies	992,767	1,047,767	-	1,047,767
12,163,201		14,359,742	14,494,742	-	14,494,742
	Application of capital funding				
	Non current capital assets :				
11,782,673	Buildings	50,000	3,558,257	(59,300)	3,498,957
1,984,575	Infrastructure	2,175,683	5,885,762	195,392	6,081,154
5,695	Land	500,000	500,000	-	500,000
1,079,884	Other	1,076,989	2,099,955	19,000	2,118,955
2,449,850	Plant & Equipment	2,752,700	2,877,700	-	2,877,700
17,302,677		6,555,372	14,921,674	155,092	15,076,766
	Principal loan redemptions :				
15,147	Loan Redemptions	4,960	4,960	-	4,960
5,154,623	**Net Capital Expenditure**	**(7,799,410)**	**431,892**	**155,092**	**586,984**
	NET RESERVE TRANSFERS				
	Retained surplus (deficiency) from prior years				
27,810,457	Transfer from Reserves	17,952,255	27,469,863	412,644	27,882,507
(21,578,659)	Transfer (to) Reserves	(25,720,293)	(25,800,293)	(94,495)	(25,894,788)
-	**Retained surplus (deficiency) available for general funding purposes**	**(0)**	**(0)**	**0**	**0**

HAWKESBURY CITY COUNCIL

Budgeted Statement of Financial Position

For the period ended 30th September 2005

2005 Est. Actual $		2006 Budget $	2006 Amd Budget $	2006 1st Qtr Adjust $	2006 Amd Budget $
	Current Assets				
19,336,854	Cash assets & Investments	27,104,892	17,667,284	(318,149)	17,349,135
3,512,604	Receivables	3,512,604	3,512,604	-	3,512,604
330,137	Inventories	330,137	330,137	-	330,137
-	Other	-	-	-	-
23,179,595		30,947,633	21,510,025	(318,149)	21,191,876
	Non-Current Assets				
11,592,381	Other	11,592,381	11,592,381	-	11,592,381
325,891,999	Property, plant and equipment	325,525,796	333,892,098	155,092	334,047,190
-	Capital works in progress	-	-	-	-
337,484,380		337,118,177	345,484,479	155,092	345,639,571
360,663,975	**TOTAL ASSETS**	**368,065,810**	**366,994,504**	**(163,057)**	**366,831,447**
	Current Liabilities				
2,436,392	Payables	2,436,392	2,436,392	-	2,436,392
2,517,635	Provisions	2,517,635	2,517,635	-	2,517,635
61,323	Borrowings	56,363	56,363	-	56,363
-	Other	-	-	-	-
5,015,350		5,010,390	5,010,390	-	5,010,390
	Non-Current Liabilities				
-	Interest bearing liabilities	-	-	-	-
3,745,526	Provisions	3,745,526	3,745,526	-	3,745,526
3,745,526		3,745,526	3,745,526	-	3,745,526
8,760,876	**TOTAL LIABILITIES**	**8,755,916**	**8,755,916**	**-**	**8,755,916**
351,903,099	**NET COMMUNITY ASSETS**	**359,309,894**	**358,238,588**	**(163,057)**	**358,075,531**
	Community Equity				
335,159,631	Capital and Capital Reserves	334,798,388	343,164,690	155,092	343,319,782
14,501,282	Other reserves	22,269,320	14,981,659	(318,149)	14,663,510
2,242,186	Unexpended Grants & Subsidies	2,242,186	92,239	-	92,239
-	Retained surplus /(deficit)	-	0	(0)	-
351,903,099	**TOTAL COMMUNITY EQUITY**	**359,309,894**	**358,238,588**	**(163,057)**	**358,075,531**

HAWKESBURY CITY COUNCIL

Budgeted Statement of Cash Flows

For the period ended 30th September 2005

2005 Est. Actual $		2006 Budget $	2006 Amd Budget $	2006 1st Qtr Adjust $	2006 Amd Budget $
48,230,520	Receipts from customers	47,902,341	47,969,256	38,774	48,008,030
- 43,355,988	Payments to suppliers and employees	(41,425,212)	(42,643,433)	(113,618)	(42,757,051)
4,874,532		6,477,129	5,325,823	(74,844)	5,250,979
1,476,974	Interest received	1,405,841	1,405,841	(88,213)	1,317,628
6,351,506	**Net cash inflow (outflow) from operating activities**	7,882,970	6,731,664	(163,057)	6,568,607
	Cash flow from investing activities:				
- 17,302,677	Payments for property, plant and equipment	(6,555,372)	(14,921,674)	(155,092)	(15,076,766)
2,846,843	Proceeds from sale of property plant and equipment	6,445,400	6,525,400	-	6,525,400
	Net proceeds (cost) from advances and investments				
- 14,455,834	**Net cash inflow (outflow) from investing activities**	(109,972)	(8,396,274)	(155,092)	(8,551,366)
	Cash flow from financing activities:				
	Proceeds from borrowings				
- 15,147	Repayment of borrowings	(4,960)	(4,960)	-	(4,960)
- 15,147	**Net cash inflow (outflow) from financing activities**	(4,960)	(4,960)	-	(4,960)
- 8,119,475	**Net increase (decrease) in cash held**	7,768,038	(1,669,570)	(318,149)	(1,987,719)
27,456,329	Cash at beginning of reporting period	19,336,854	19,336,854	-	19,336,854
19,336,854	**Cash at end of reporting period**	**27,104,892**	**17,667,284**	**(318,149)**	**17,349,135**

HAWKESBURY CITY COUNCIL

Statement of Restricted Assets

For the period ended 30th September 2005

2005 Est. Actual $		2006 Budget $	2006 Amd Budget $	2006 1st Qtr Adjust $	2006 Amd Budget $
19,336,854	Cash assets & Investments	27,104,892	17,667,284	(318,149)	17,349,135
1,076,212	Net Receivables	1,076,212	3,512,604	-	3,512,604
20,413,066	**Total Cash & Receivables**	**28,181,104**	**21,179,888**	**(318,149)**	**20,861,739**
	Less Restricted Assets:				
(2,242,186)	Unexpended Grants and Subsidies	(2,242,186)	(2,242,186)		(92,239)
(14,501,282)	Reserves	(22,269,320)	(14,981,659)	318,149	(14,663,510)
(672,112)	Monies held in Trust	(672,112)	(672,112)		(672,112)
(930,000)	Monies held in Workers Comp Deposit	(930,000)	(820,000)		(930,000)
(18,345,580)	**Total Restricted Cash & Investments**	**(26,113,618)**	**(18,715,957)**	**318,149**	**(16,357,861)**
2,067,486	**Funds Available for Operations**	**2,067,486**	**2,463,931**	**(0)**	**991,274**

HAWKESBURY CITY COUNCIL

Budgeted Statement of Cash Flows

For the period ended 30th September 2005

2005 Est. Actual $		2006 Budget $	2006 Amd Budget $	2006 1st Qtr Adjust $	2006 Amd Budget $
48,230,520	Receipts from customers	47,902,341	47,969,256	38,774	48,008,030
- 43,355,988	Payments to suppliers and employees	(41,425,212)	(42,643,433)	(113,618)	(42,757,051)
4,874,532		6,477,129	5,325,823	(74,844)	5,250,979
1,476,974	Interest received	1,405,841	1,405,841	(88,213)	1,317,628
6,351,506	**Net cash inflow (outflow) from operating activities**	7,882,970	6,731,664	(163,057)	6,568,607
	Cash flow from investing activities:				
- 17,302,677	Payments for property, plant and equipment	(6,555,372)	(14,921,674)	(155,092)	(15,076,766)
2,846,843	Proceeds from sale of property plant and equipment	6,445,400	6,525,400	-	6,525,400
	Net proceeds (cost) from advances and investments				
- 14,455,834	**Net cash inflow (outflow) from investing activities**	(109,972)	(8,396,274)	(155,092)	(8,551,366)
	Cash flow from financing activities:				
	Proceeds from borrowings				
- 15,147	Repayment of borrowings	(4,960)	(4,960)	-	(4,960)
- 15,147	**Net cash inflow (outflow) from financing activities**	(4,960)	(4,960)	-	(4,960)
- 8,119,475	**Net increase (decrease) in cash held**	7,768,038	(1,669,570)	(318,149)	(1,987,719)
27,456,329	Cash at beginning of reporting period	19,336,854	19,336,854	-	19,336,854
19,336,854	**Cash at end of reporting period**	**27,104,892**	**17,667,284**	**(318,149)**	**17,349,135**

HAWKESBURY CITY COUNCIL

Statement of Restricted Assets

For the period ended 30th September 2005

2005 Est. Actual $		2006 Budget $	2006 Amd Budget $	2006 1st Qtr Adjust $	2006 Amd Budget $
19,336,854	Cash assets & Investments	27,104,892	17,667,284	(318,149)	17,349,135
1,076,212	Net Receivables	1,076,212	3,512,604	-	3,512,604
20,413,066	**Total Cash & Receivables**	**28,181,104**	**21,179,888**	**(318,149)**	**20,861,739**
	Less Restricted Assets:				
(2,242,186)	Unexpended Grants and Subsidies	(2,242,186)	(2,242,186)		(92,239)
(14,501,282)	Reserves	(22,269,320)	(14,981,659)	318,149	(14,663,510)
(672,112)	Monies held in Trust	(672,112)	(672,112)		(672,112)
(930,000)	Monies held in Workers Comp Deposit	(930,000)	(930,000)		(930,000)
(18,345,580)	**Total Restricted Cash & Investments**	**(26,113,618)**	**(18,825,957)**	**318,149**	**(16,357,861)**
2,067,486	**Funds Available for Operations**	**2,067,486**	**2,353,931**	**(0)**	**991,274**

Summary 1st Quarter Budget Variations

BUDGET VARIATION FUNDING	$
Budgeted (Surplus)/Deficit @ 01/07/2005	-
Unfavourable Adjustments	627,376
Favourable Adjustments	(627,376)
(Surplus)/Deficit after funding Variations	**(0)**

SUMMARY OF VARIATIONS					
Unfavourable Variances			**Favourable Variances**		
Employee Costs			**Employee Costs**		
Additional staff costs	59,080		Library Manager	(15,000)	
Salary Reviews & Increments	63,763		Word processing	(16,761)	
			Admin - Purchasing	(41,957)	
			Internal Auditor	(83,734)	
			Roads - OH&S Officer	(44,298)	
			Business Analyst	(33,245)	
Total	**122,843**	-	**Total**	(234,995)	-
Other Expenditure			**Other Expenditure**		
Vehicle Expenses	20,000		Community Donations	(4,500)	
Westpool Insurance	24,780		Local Economic Development	(65,000)	
Office Expenditure	11,700		Painting Webbs Creek	(4,970)	
Legal Expenses	50,000		Ferry Operations	(66,333)	
Building & Maintenance OASIS	19,000		RFS Contributions	(22,836)	
Insurance Claims	6,000		Eisteddfod & Aust. Day	(15,500)	
Underground Mains Maintenance	4,000		Training	(20,000)	
Increase in fuel running costs	20,000		Road Maintenance	(50,000)	
Parking Fines Processing	12,902		IT Maintenance	(7,000)	
			Heritage Review	(17,000)	
Total	**168,382**	-	**Total**	**(273,138)**	-
TOTAL EXPENDITURE	**291,225**		**TOTAL EXPENDITURE**	**(508,134)**	
Income			**Income**		
Rental Income	**153,337**				
Other Income					
Mall Income	7,000		Financial Assistance Grant	(98,213)	
Animal Control Income	23,000		DA's	(11,096)	
Building Certificates	25,808		Parking Patrol Income	(9,933)	
Sub-Division Fees	38,792				
Total	**94,601**		**Total**	**(119,242)**	-
Interest Income	**88,213**	-			
TOTAL INCOME	**336,151**		**TOTAL INCOME**	**(119,242)**	
Grand Total	**627,376**	-	**Grand Total**	**(627,376)**	-

DETAILS 1st QUARTER BUDGET VARIATIONS 2005/06

ATTACHMENT A - OPERATIONAL BUDGET VARIATIONS'2005/06

Division/Branch		Comp. No.	Natural A/C	Project	Variation 1st Quarter	Funded				Explanation for Variation
						Rev	Rsv	Grant /Sub	TOTAL	
General Manager Division										
Var. No.	EXECUTIVE MANAGEMENT									
	Executive Management	70								
								-	-	
	Salaries		2101	0000	8,035	8,035		-	8,035	Salary revisions
	Superannuation		2111	0000	726	726		-	726	Salary revisions
	Total				**8,761**	**8,761**	-	-	**8,761**	
Total	Executive Management				**8,761**	**8,761**	-	-	**8,761**	
Var. No.	COMMUNICATIONS									
	Communications	68								
	Local Orchestra Work Exp.		2764	5164	(13,000)	(13,000)			(13,000)	Savings in s356 Expense
	Communication & Stakeholder Pgm Expenses		2768	5116	(2,500)	(2,500)			(2,500)	Savings in Australia Day Program
	Salaries		2101	0000	5,288	5,288			5,288	Salary adjustment Esther Perry
	Superannuation		2111	0000	476	476			476	Super adjustment Esther Perry
	Total				**(9,736)**	**(9,736)**	-	-	**(9,736)**	
Total	Communications				**(9,736)**	**(9,736)**	-	-	**(9,736)**	
Var. No.	HUMAN RESOURCES									
	Human Resources	65								
	Staff Training Exp Commercial Response		2114	4903	(1,789)	(1,789)			(1,789)	Savings in Training Expenses
	Staff Train Exp City Planning		2114	4911	(611)	(611)			(611)	Savings in Training Expenses
	Staff Train Exp General Manager's Office		2114	4916	(625)	(625)			(625)	Savings in Training Expenses
	Staff Train Exp Support Services		2114	4917	(3,932)	(3,932)			(3,932)	Savings in Training Expenses
	Staff Train Exp Infrastructure		2114	4918	(2,953)	(2,953)			(2,953)	Savings in Training Expenses
	Staff Train Exp External Services.		2114	4919	(10,091)	(10,091)			(10,091)	Savings in Training Expenses
	Total				**(20,000)**	**(20,000)**	-	-	**(20,000)**	
Total	Human Resources				**(20,000)**	**(20,000)**	-	-	**(20,000)**	

Variation - ( ) Favourable, + Unfavourable

Division/Branch	Comp. No.	Natural A/C	Project	Variation 1st Quarter	Funded				Explanation for Variation
					Rev	Rsv	Grant /Sub	TOTAL	
Var. No. INTERNAL AUDIT									
Internal Audit	41							-	
Salaries		2101	0000	(65,816)	(65,816)			(65,816)	Savings redundant position
Annual Salaries		2102	0000	(5,700)	(5,700)			(5,700)	Savings redundant position
Sick Leave		2103	0000	(1,428)	(1,428)			(1,428)	Savings redundant position
Sicl Leave Bonus		2106	0000	(440)	(440)			(440)	Savings redundant position
Travelling		2108	0000	(880)	(880)			(880)	Savings redundant position
Superannuation		2111	0000	(6,674)	(6,674)			(6,674)	Savings redundant position
Public Holidays		2119	0000	(2,796)	(2,796)			(2,796)	Savings redundant position
								-	
Total				**(83,734)**	**(83,734)**	-	-	**(83,734)**	
Total Internal Audit				**(83,734)**	**(83,734)**	-	-	**(83,734)**	
Total General Manager Division				**(104,709)**	**(104,709)**	-	-	**(104,709)**	
External Services Division									
Var. No. TOWN PLANNING SERVICES									
Building	31								
Construction Certificates Income - Construction		1311	1120	29,216	29,216			29,216	Reduction in Income - Building activity slump
Construction Certificates Income - Compliance		1311	1121	9,576	9,576			9,576	Reduction in Income - Building activity slump
Fines & Penalties		1341	0000	6,402	6,402			6,402	Transfer of fines & penalties to Regulation & Enforcement
Licences & Fees - Places of Public Interest		1331	1186	(6,025)	(6,025)			(6,025)	Transfer of Licences & Fees from Health Services
Long Service Leave		2104	0000	6,200	6,200			6,200	Adjustment for long service leave
Casuals		2107	0000	5,000	5,000			5,000	Adjustment for Casual wages
Salaries		2101	0000	3,750	3,750			3,750	Salary review adjustment
Superannuation		2111	0000	338	338			338	Super retirement scheme adjustment
Total				**54,457**	**54,457**	-	-	**54,457**	
Development Control	32								
Subdivision Fees		1320	1162	21,842	21,842			21,842	Reduction Development Control Income - Building Activity slump
Subdivision Fee DA Notices-Adjoin Owners		1320	1163	3,966	3,966			3,966	Reduction Development Control Income - Building Activity slump
Develop Application -Other fees		1321	1195	(9,136)	(9,136)			(9,136)	Increase in Development Application Income
Develop Application Occupation Cert		1321	1196	(1,960)	(1,960)			(1,960)	Increase in Development Application Income
Salaries		2101	0000	3,750	3,750			3,750	Salaary review adjustment
Superannuation		2111	0000	2,338	2,338			2,338	Super adjustments - retirement scheme
General Office Expenditure		2419	0000	11,700	11,700			11,700	Increase in General Office expenditure
								-	
								-	
Total				**32,500**	**32,500**	-	-	**32,500**	
Heritage	30								
Heritage Review Program		2503	4640	(40,500)		(40,500)		(40,500)	Reallocation Heritage Review Program

Variation - ( ) Favourable, + Unfavourable

Division/Branch	Comp. No.	Natural A/C	Project	Variation 1st Quarter	Funded Rev	Funded Rsv	Funded Grant /Sub	Funded TOTAL	Explanation for Variation
Tfr from Loan Reserve		3251	4640	40,500		40,500		40,500	Reallocation Heritage Review Program
Tfr from Loan Reserve		3251	4640	(12,790)	(12,790)			(12,790)	Transfer to Working Funds
Heritage Review Program		2503	4640	(4,210)		(4,210)		(4,210)	Reallocation Heritage Review Program
Tfr from Heritage Reserve		3204	4640	4,210		4,210		4,210	Reallocation Heritage Review Program
Consultancy vote		2407	0000	13,855		13,855		13,855	Increase in consultancy vote
Tfr from Loan Reserve		3251	0000	(13,855)		(13,855)		(13,855)	Increase in consultancy vote
Total				**(12,790)**	**(12,790)**	**-**	**-**	**(12,790)**	
Total Town Planning Services				**74,167**	**74,167**	**-**	**-**	**74,167**	
Var. No. COMMUNITY SERVICES									
Cultural Services	39								
Salaries		2101	0000	18,000	18,000			18,000	Redundancy payment adjustment
Annual Leave		2102	0000	4,000	4,000			4,000	Annual leave adjustment
Consultancy		2407	6381	(7,500)	(7,500)			(7,500)	Savings in consultancy vote
Casual		2107	0000	7,500	7,500			7,500	Allocation for Casuals
								-	
Total				**22,000**	**22,000**	**-**	**-**	**22,000**	
Library Services	15								
								-	
Salaries		2101	0000	4,000	4,000			4,000	Salary review adjustment
Salaries		2101	0000	(15,000)	(15,000)			(15,000)	Salary savings - managers appointment delayed
Superannuation		2111	0000	360	360			360	Super adjustment
Long Service Leave		2104	0000	17,000		17,000		17,000	Long Service Leave
Transfer from ELE Reserve		3244	0000	(17,000)		(17,000)		(17,000)	Transfer from ELE Reserve
								-	
Total				**(10,640)**	**(10,640)**	**-**	**-**	**(10,640)**	
Community Services Development	12								
Leased back vehicle income		1002	0000	3,000	3,000			3,000	Leasedback Income adjustment
Salaries		2101	0000	16,000	16,000			16,000	Salary review
Superannuation		2111	0000	1,440	1,440			1,440	Super adjustment
Section 356 Expenditure		2765	0000	(4,500)	(4,500)			(4,500)	Cessation of discretionary community donations
Total				**15,940**	**15,940**	**-**	**-**	**15,940**	
Total Community Services				**27,300**	**27,300**	**-**	**-**	**27,300**	
						-		-	
Var. No. REGULATORY SERVICES									
Animal Control	38								
Dog Pound Impounding Fee-Dogs		1337	1221	23,000	23,000		-	23,000	Reduction in Dog Impounding fees
Casuals		2107	0000	3,530	3,530		-	3,530	Increased penalty rates
Total				**26,530**	**26,530**	**-**	**-**	**26,530**	

Division/Branch	Comp. No.	Natural A/C	Project	Variation 1st Quarter	Funded Rev	Rsv	Grant /Sub	TOTAL	Explanation for Variation
Regulation & Enforcement	37								
Fines & Penalties		1341	0000	(6,402)	(6,402)		-	(6,402)	Fines and Penalty income - budget moved from component 31
						-	-	-	
Total				**(6,402)**	**(6,402)**	-	-	**(6,402)**	
Sewerage Management Facilities	33								
Sewer Magement Facility Income		1350	0000	(1,160)		(1,160)	-	(1,160)	Increase in sewer management facilities income
Inspection Fees		1351	0000	(3,048)		(3,048)	-	(3,048)	increase in inspection fees
Transfer to Sewer Management Facilities Reserve		4228	0000	4,208		4,208		4,208	Transfer to sewer management facilities reserve
Total				-	-	-	-	-	
Health Services	35								
Licences & Fees - Places of Public Entertainment		1331	1252	6,025	6,025		-	6,025	Places of Public Interest budget income moved to component 31
Salaries		2101	0000	6,877	6,877			6,877	Salary reviews
Sick Leave		2103	0000	2,700	2,700			2,700	Sick Leave -higher than budget
Superannuation		2111	0000	481	481			481	Superannuation
Total				**16,083**	**16,083**	-	-	**16,083**	
Parking Patrol	49								
		1407	0000	(9,933)	(9,933)			(9,933)	Increase in Parking Patrol Income
		2662	5424	6,831	6,831		-	6,831	Parking Patrol Expenses - Street Parking
		2662	5425	6,071	6,071			6,071	Parking Patrol Expenses - Car Parking
Total				**2,968**	**2,968**	-	-	**2,968**	
Waste Collection & Depot	81								
							-	-	
							-	-	
Salaries		2101	0000	57,994		57,994	-	57,994	Impact of increase in penalty rates
		3203	0000	(57,994)		(57,994)	-	(57,994)	Impact of increase in penalty rates
		2419	0000	5,000		5,000		5,000	Increase in office expenditure
		3203	0000	(5,000)		(5,000)		(5,000)	Increase in office expenditure
Total				-	-	-	-	-	
Total Regulatory Services				**39,179**	**39,179**	-	-	**39,179**	
Total External Services Division				**140,646**	**140,646**	-	-	**140,646**	
Infrastructure Services Division									
Var. No. EMERGENCY SERVICES									

Division/Branch	Comp. No.	Natural A/C	Project	Variation 1st Quarter	Funded Rev	Rsv	Grant /Sub	TOTAL	Explanation for Variation
Fire Control	66								
Contribution - Windsor Fire District		2554	0000	4,301	4,301		-	4,301	Increase Windsor Fire District contribution budget
Contribution - Bushfire Fighting Fund		2553	0000	(27,137)	(27,137)			(27,137)	Decrease in Bush Fire Fighting Fund Contributrion
								-	
Total				**(22,836)**	**(22,836)**	-	-	**(22,836)**	
Total Emergency Services				**(22,836)**	**(22,836)**	-	-	**(22,836)**	
Total Design & Mapping Services				-	-	-	-	-	
Var. No. CONSTRUCTION & MAINTENANCE									
Asset Mgmt - Ancillary Services	63								
Salaries		2101	0000	1,200	1,200			1,200	Salary review
Superannuation		2111	0000	108	108			108	Salary review
Standpipes program		2632	5781	(12,000)	(12,000)			(12,000)	Savings in Stadpipes program
								-	
Total				**(10,692)**	**(10,692)**	-	-	**(10,692)**	
Asset Mgmt - Car Parking	55								
Salaries		2101	0000	1,200	1,200			1,200	Salary review
Superannuation		2111	0000	108	108		-	108	Salary review
Car Park M&R Exps Windsor Mtce		2690	4030	(7,000)	(7,000)		-	(7,000)	Reduction in budget to reflect actual trends
Car Park M&R Exps Richmond Mtce		2690	4031	(7,000)	(7,000)			(7,000)	Reduction in budget to reflect actual trends
Car Park M&R Exps Kmnd/W'f/NthRich		2690	4032	(7,000)	(7,000)			(7,000)	Reduction in budget to reflect actual trends
							-	-	
Total				**(19,692)**	**(19,692)**	-	-	**(19,692)**	
Asset Mgmt - Ferry Operations	64								
							-	-	
Lower Portland ferry expenses		2540	4235	(132,665)	(132,665)			(132,665)	Budget overprovision
Contributions		1934	0000	66,333	66,333			66,333	Corresponding reduction in contributions
							-	-	
Total				**(66,333)**	**(66,333)**	-	-	**(66,333)**	
Asset Mgmt - Kerb, Guttering & Drainage	54								
Salaries		2101	0000	1,200	1,200		-	1,200	Salary review
Superannuation		2111	0000	108	108			108	Salary review
Drainage Maintenance		2671	0000	(7,000)	(7,000)			(7,000)	Savings in drainage maintenance
Kerb & Gutter Maintenance		2670	0000	(10,000)	(10,000)			(10,000)	Savings in Kerb & Gutter maiantenance
FAG Contribution		1819	0000	(12,000)	(12,000)			(12,000)	Increase in FAG
Drainafe Expenses		2671	0000	12,000	12,000			12,000	Drainage expenses funded by FAG

Variation - ( ) Favourable, + Unfavourable

Division/Branch	Comp. No.	Natural A/C	Project	Variation 1st Quarter	Funded Rev	Rsv	Grant /Sub	TOTAL	Explanation for Variation
Total				**(15,692)**	**(15,692)**	-	-	**(15,692)**	
Asset Mgmt - Operations Management	62						-	-	
Fuel running costs		2000	0000	20,000	20,000			20,000	Increase in fuel running costs
Superannuation - Retirement Scheme		2111	0000	3,000	3,000			3,000	Increase in Super retirement contributions
Total				**23,000**	**23,000**	-	-	**23,000**	
Asset Mgmt - Roadworks Maintenance	52								
RTA Grant - Bus- Route Weight Tax Subsidy		1811	1465	(4,216)			(4,216)	(4,216)	Bus Route- Weight Tax Subsidy - RTA Grant
RTA Grant - Bus- Route Weight Tax Subsidy Expenses		2641	1465	4,216			4,216	4,216	Bus Route- Weight Tax Subsidy - RTA Grant
Salaries		2101	0000	(44,298)	(44,298)			(44,298)	Savings in redundant position
Salaries		2101	0000	2,400	2,400			2,400	Salary review
Superannuation		2111	0000	216	216			216	Salaru review
Total				**(41,682)**	**(41,682)**	-	-	**(41,682)**	
Asset Mgmt -Road Construction	53						-	-	
FAG Grant - Roadworks		1819	0000	(46,092)	(46,092)			(46,092)	Increase in Road Works FAG Grant
Salaries		2101	0000	6,000	6,000			6,000	Salary review
Superannuation		2111	0000	540	540			540	Salary review
								-	
								-	
Total				**(39,552)**	**(39,552)**	-	-	**(39,552)**	
Total Construction & Maintenance				**(170,642)**	**(170,642)**	-	-	**(170,642)**	
Var. No. NATURAL ENVIRONMENT OPERATIONS									
Land Mgmt - Parks	50								
Mall Income		1155	1678	7,000	7,000			7,000	Reduction in Mall Income already included in 22
Insurance Fees		2603	6213	24,780	24,780			24,780	Westpool Insurance Annual Fee Oasis
Total				**31,780**	**31,780**	-	-	**31,780**	
Land Mgmt - Recreation & Pools	51							-	
Casual Salaries		2107	0000	6,476	6,476			6,476	Increase in Penalty Rates
								-	
Total				**6,476**	**6,476**	-	-	**6,476**	

Variation - ( ) Favourable, + Unfavourable

Division/Branch	Comp. No.	Natural A/C	Project	Variation 1st Quarter	Funded Rev	Funded Rsv	Funded Grant /Sub	Funded TOTAL	Explanation for Variation
Water Mgmt - Stormwater	48								
		2676	7269	150,000		150,000		150,000	
		3265	7269	(150,000)		(150,000)		(150,000)	
Total				-	-	-	-	-	
Total Natural Environment Operations				38,256	38,256	-	-	38,256	
Var. No. BUILDING SERVICES									
Building Maintenance - Community	60								
Contributions Mileham Street		1901	6227	(90,287)		(90,287)		(90,287)	Contributions Mileham transferred to S94 Rsve
Transfer to Reserve		4221	6227	90,287		90,287		90,287	Contributions Mileham transferred to S94 Rsve
Insurance Claims		2603	0000	6,000	6,000			6,000	Insurance Claims over budget
Underround Mains Maintenance		2606	0000	4,000	4,000			4,000	Maintenance over budget
Webbs Creek Ferry Cottage painting		6196	1526	(4,970)	(4,970)			(4,970)	Savings in building maintenance
Total				5,031	5,031	-	-	5,031	
Total Building Services				5,031	5,031	-	-	5,031	
Total Infrastructure Services Division				(150,192)	(150,192)	-	-	(150,192)	
Support Services Division									
Var. No. FINANCIAL SERVICES									
Financial Operations	19								
Finacial Assistance Grant Income		1819	0000	(98,213)	(98,213)	-		(98,213)	Increase in Financial Assistance Grant over budget
FBT		2118	0000	4,000	4,000	-	-	4,000	FBT adjustment due to changes reclassified position
						-	-	-	
Total				(94,213)	(94,213)	-	-	(94,213)	
Investment Debt Servicing	21							-	
Adjustment to interest income		1601	1551	89,175	89,175			89,175	Adjustment to sewer interest allocation
Adjustment to interest income		1601	0000	20,000	20,000			20,000	Adjustment to waste interest allocation
Additional Interest Income		1601	0000	(20,962)	(20,962)			(20,962)	Additional interest estimated
Total				88,213	88,213	-	-	88,213	
Total Financial Services				(6,000)	(6,000)	-	-	(6,000)	
Var. No. SUPPLY MANAGEMENT									

Variation - ( ) Favourable, + Unfavourable

Division/Branch	Comp. No.	Natural A/C	Project	Variation 1st Quarter	Funded Rev	Funded Rsv	Funded Grant /Sub	Funded TOTAL	Explanation for Variation
Procurement/Stores	24								
Salaries		2101	0000	(38,493)	(38,493)			(38,493)	Savings redundant position Admin Purchasing Officer
Superannuation		2111	0000	(3,464)	(3,464)			(3,464)	Super savings redundant position
Total				**(41,957)**	**(41,957)**	-	-	**(41,957)**	
Fleet Management	29								
Vehicle Expenses		2411	0000	20,000	20,000			20,000	Increase in vehicle expenses
Total				**20,000**	**20,000**	-	-	**20,000**	
Total Supply Management				**(21,957)**	**(21,957)**	-	-	**(21,957)**	-
Var. No. CORPORATE SERVICES/GOVERNANCE									
Governance - Administration	22								
Kurrajong Trees legal expenses		2404	0000	32,395	32,395			32,395	Legal expenses Kurrajong Trees
Total				**32,395**	**32,395**	-	-	**32,395**	
Property/Leasing - Property Development	25								
L/Port'd Ferry Rents and Fees		1155	6102	708	708			708	Potential loss in rental income
Webb C'k Ferry Rents and Fees		1155	6196	2,079	2,079			2,079	Potential loss in rental income
Deerubbin-Cafe Shop & Off Rent		1156	6478	10,800	10,800			10,800	Potential loss in rental income
Deerubbin-Comm Shop & Off Rent		1156	6477	106,663	106,663			106,663	Potential loss in rental income
Windsor Functio Shop & Off Rent		1156	6210	19,831	19,831			19,831	Potential loss in rental income
Windsor Central Shop & Off Rent		1156	6208	34,256	34,256			34,256	Potential loss in rental income
Fitz'd St, Offi Shop & Off Rent		1156	6055	(9,000)	(9,000)			(9,000)	Property sold , rental income over budget
Johnson Buildin Shop & Off Rent		1156	6389	(12,000)	(12,000)			(12,000)	Review of rental income
KFC Land Rates		2416	6442	(3,178)	(3,178)			(3,178)	Adjustment to land rates move to 2608
KFC Land Rates		2608	6442	3,178	3,178			3,178	Adjustment to land rates move from 2416
Total				**153,337**	**153,337**	-	-	**153,337**	
Word Processing	23								
Salaries		2101	0000	(16,761)	(16,761)			(16,761)	Six months savings in delayed position
								-	
Total				**(16,761)**	**(16,761)**	-	-	**(16,761)**	
Total Corporate Services/Governance				**168,970**	**168,970**	-	-	**168,970**	
Total Support Services Division				**141,013**	**141,013**	-	-	**141,013**	

Variation - ( ) Favourable, + Unfavourable

Division/Branch	Comp. No.	Natural A/C	Project	Variation 1st Quarter	Funded Rev	Funded Rsv	Funded Grant /Sub	Funded TOTAL	Explanation for Variation
COMMERCIAL STRATEGY DIVISION									
Var. No. INFORMATION SYSTEMS & SERVICES									
Information Systems & Services	10								
Salaries		2101	0000	(33,245)	(33,245)			(33,245)	Savings in delayed position
Hardware Maintenance Expenses		2740	4070	(4,000)	(4,000)			(4,000)	Savings from hardware maintenance
Software Maintenance Expenses		2740	4071	(3,000)	(3,000)			(3,000)	Savings from software maintenance
Total				**(40,245)**	**(40,245)**	-	-	**(40,245)**	
Total Information Systems & Services				**(40,245)**	**(40,245)**	-	-	**(40,245)**	
Var. No. COMMERCIAL RESPONSE UNIT									
Commercial Response Unit	40								
Contribution to outside bodies		2405	4152	(20,000)	(20,000)			**(20,000)**	Savings in contribution to outside bodies
Contribution to Local Economic Development Pgm		2510	2100	(10,000)	(10,000)			**(10,000)**	Savings in Local Economic Development Program
Contribution to Chamber of Commerce		2405	4152	(10,000)	(10,000)			**(10,000)**	Savings in Contributions
Signage Pgm Expenses		2510	2100	(25,000)	(25,000)			**(25,000)**	Savings in Signage Pgm
Biz X'mas Promotion		2510	2101	(10,000)	(10,000)			**(10,000)**	Transfer of funds for Biz X'mas promotion
Biz X'mas Promotion		2427	0000	10,000	10,000			**10,000**	Biz X'mas promotion expenses
Windsor Marketing Group		2405	2104	(13,210)	(13,210)			**(13,210)**	Tfr of funds for Windsor Busines Group Exp
Windsor Marketing Group		2429	2107	13,210	13,210			**13,210**	Windsor Business Group Expenses
Total				**(65,000)**	**(65,000)**	-	-	**(65,000)**	
Total Commercial Response Unit				**(65,000)**	**(65,000)**	-	-	**(65,000)**	
Var. No. LEGAL SERVICES									
Legal Services	42								
		2252	6477	5,000	5,000			**5,000**	Legal Expenses - Deerubbin Centr-Commercial (300GeorgeSt)
		2251	0000	11,000	11,000			**11,000**	Legal Expenses - Property Development
		2404	0000	34,000	34,000			**34,000**	Dev Cont Legal Exp
Total				**50,000**	**50,000**	-	-	**50,000**	
Total Legal Services				**50,000**	**50,000**	-	-	**50,000**	
Total Commercial Strategy Division				**(55,245)**	**(55,245)**	-	-	**(55,245)**	
CITY PLANNING DIVISION									
Var. No. City Planning									
City Planning	43								
Kurrajong Trees Legal Expenses		2404	0000	(32,395)	(32,395)		-	(32,395)	Kurrajong Trees Legal Expenses - Tfr funds to 22
Grant Income - Environmental Plan		1889	4010	(80,000)			(80,000)	(80,000)	Grant for Hbry Environmental Plan

Variation - ( ) Favourable, + Unfavourable

Division/Branch	Comp. No.	Natural A/C	Project	Variation 1st Quarter	Funded				Explanation for Variation
					Rev	Rsv	Grant /Sub	TOTAL	
Grant Exp - Environmental Plan		2730	4010	80,000			80,000	80,000	Grant for Hbry Environmental Plan
Heritage Review		2503	0000	(4,210)	(4,210)			(4,210)	Release funds from Heritage review
Heritage Review		2503	0000	4,210		4,210		4,210	Heritage Review funded from Heritage Reserve
Transfer from		3204	0000	(4,210)		(4,210)		(4,210)	Tfr of funds from Heritage Reserve
Total				**(36,605)**	**(36,605)**	**-**	**-**	**(36,605)**	
Total City Planning Division				**(36,605)**	**(36,605)**	**-**	**-**	**(36,605)**	
GRAND TOTAL				**(65,092)**	**(65,092)**	**-**	**-**	**(65,092)**	

DETAILS 1st QUARTER BUDGET VARIATIONS 2005/06

ATTACHMENT B - CAPITAL BUDGET VARIATIONS 2005/06

Division/Program	Comp. No.	Natural A/C	Project	Variation 1st Quarter	Funded Rev	Funded Rsv	Funded Sub	Funded TOTAL	Explanation for Variation
Infrastructure Services Division									
NATURAL ENVIRONMENT OPERATIONS									
Land Mgmt - Parks	50								
Building Construction & Other assets Maintenance		4114	6213	19,000	19,000			19,000	Building Construction & Other Assets OASIS
Community Land Process		4804	7963	15,000		15,000		15,000	Community Land Process
Transfer from Loan Reserve		3251	7963	(15,000)		(15,000)		(15,000)	Transfer from Reserve for Community Land Process
Total				**19,000**	**19,000**	**-**	**-**	**19,000**	
Asset Mgmt -Road Construction	53								
							-	-	
FAG Grant - Roadworks Expenses		4701	8713	13,000	13,000			13,000	Increase in Road Works Expenses - 24 Wallace Rd
FAG Grant - Roadworks Expenses		4701	8707	14,392	14,392			14,392	Increase in Road Works Expenses - Spinks & Golden Valley
FAG Grant - Roadworks Expenses		4701	8482	8,700	8,700			8,700	Increase in Road Works Expenses - 102 Old Bells Line of Rd
FAG Grant - Roadworks Expenses		4701	8658	10,000	10,000			10,000	Increase in Road Works Expenses - North St Windsor
								-	
								-	
Total				**46,092**	**46,092**	**-**	**-**	**46,092**	
Total Construction & Maintenance				**65,092**	**65,092**	**-**	**-**	**65,092**	
GRAND TOTAL				**65,092**	**65,092**	**-**	**-**	**65,092**	-

Variation - ( ) Favourable, + Unfavourable

MANAGEMENT PLAN

PERFORMANCE

Strategic Plan Summary -September Quarter 2005/06

	Original Net Budget. $	Variations $	Amended Net Budget $	Sept Qtr Actual Net $
Business Development — *A prosperous community sustained by a diverse local economy that encourages innovation and enterprise to attract people to live, work and invest in the City.*				
Strategic Objective Total	518,502	(12,807)	505,696	17,692
Community/Lifestyle — *An informed communtiy working together through strong local and regional connections*				
Strategic Objective Total	4,558,679	(56,043)	4,502,644	924,787
Environment — *Sustainable and livable communitites that respect, preserve and manage the heritage, cultural and natural assets of the City.*				
Strategic Objective Total	2,077,759	238,612	2,316,373	(6,238,435)
Infrastructure — *A network of towns, villages and rural localities connected by well-maintained public and private infrastructure, which supports the social and economic*				
Strategic Objective Total	10,535,851	(207,522)	10,328,328	180,380
Planning — *Investigating and planning the City's future in consultation with our community, and co-ordinating human and financial resources to achieve this future*				
Strategic Objective Total	(17,444,217)	7,203	(17,437,013)	(18,256,291)
Strategic Plan Total	246,574	(30,557)	216,028	(23,371,866)

Operational Plan Summary - September Quarter 2005/06

Programme	Original Net Budget. $	Variations $	Amended Net Budget $	Sept Qtr Actual Net $
Strategic Objective *Business Development* — *A prosperous community sustained by a diverse local economy that encourages innovation and enterprise to attract people to live, work and invest in the City.*				
Commercial Response Unit	464,884	(13,505)	451,381	89,644
Community	53,618	698	54,315	(71,952)
Strategic Objective Total	**518,502**	**(12,807)**	**505,696**	**17,692**
Strategic Objective *Community/Lifestyle* — *An informed communtiy working together through strong local and regional connections*				
City Planning	325,020	4,657	329,678	68,498
Commercial Response Unit	507,941	(30,228)	477,713	104,919
Communication	171,286	(10,997)	160,289	33,694
Community	1,658,369	(2,533)	1,655,840	313,608
Corporate Services	222,551	-	222,551	67,594
Emergency Services	1,381,672	(11,076)	1,370,600	286,286
Printng Services	234,652	-	234,652	38,175
Word Processing	57,188	(5,866)	51,321	12,012
Strategic Objective Total	**4,558,679**	**(56,043)**	**4,502,644**	**924,787**
Strategic Objective *Environment* — *Sustainable and livable communitites that respect, preserve and manage the heritage, cultural and natural assets of the City.*				
Bushland	2,617,131	42,311	2,659,442	687,646
City Planning	398,309	(1,864)	396,446	70,094
Commercial Response Unit	10,316	(5,777)	4,539	1,060
Regulatory Services	(284,587)	68,942	(215,644)	(4,350,519)
Sewerage	(136,325)	-	(136,325)	(39,224)
Stormwater	(325,196)	135,000	(190,196)	(823,071)
Sullage	(201,889)	-	(201,889)	(1,784,420)
Strategic Objective Total	**2,077,759**	**238,612**	**2,316,373**	**(6,238,435)**
Strategic Objective *Infrastructure* — *A network of towns, villages and rural localities connected by well-maintained public and private infrastructure, which supports the social and economic development of the city.*				
Asset Management	5,779,241	(170,983)	5,608,256	1,232,960
Building Maintenance	1,784,953	(72,549)	1,712,404	257,393
City Planning	79,440	(5,590)	73,850	17,466

Programme	Original Net Budget. $	Variations $	Amended Net Budget $	Sept Qtr Actual Net $
Community	40,030	2,372	42,400	8,845
Design & Mapping	574,058	-	574,058	94,953
Information Services	1,706,923	(42,722)	1,664,203	530,585
Legal Services	153,232	48,395	201,627	43,585
Parks	748,506	1,092	749,598	289,591
Recreation & Pool	238,485	6,476	244,961	50,931
Regulatory Services	86,152	25,987	112,140	24,875
Sewerage	(655,169)	-	(655,169)	(2,370,802)
Strategic Objective Total	**10,535,851**	**(207,522)**	**10,328,328**	**180,380**

Strategic Objective — *Planning*

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

Programme	Original Net Budget. $	Variations $	Amended Net Budget $	Sept Qtr Actual Net $
Accounting Services	(2,206,039)	(98,213)	(2,304,252)	(621,235)
City Planning	121,782	(691)	121,092	24,526
Commercial Response Unit	79,277	-	79,277	18,855
Communication	106,824	915	107,739	17,672
Construction & Maintenance	944,895	27,123	972,018	209,852
Corporate Services	31,378	(10,093)	21,285	4,484
Elected Members	286,927	-	286,927	76,180
Executive Management	948,917	8,761	957,678	228,749
Financial Planning	207,855	-	207,855	50,593
Human Resources	292,278	(20,000)	272,278	66,808
Internal Audit	102,027	(102,027)	-	11,727
Investment/Debt Servicing	(1,094,354)	-	(1,094,354)	(272,001)
Property Development	(835,823)	159,401	(676,422)	(107,417)
Purchasing & Stores	153,249	(41,958)	111,291	27,253
Rating Services	(18,879,881)	-	(18,879,881)	(18,898,374)
Records	466,708	-	466,708	90,290
Risk Management	1,262,034	-	1,262,034	623,007
Road Safety	51,652	(1,305)	50,347	-
Town Planning	409,871	96,185	506,056	170,434

Programme		Original Net Budget. $	Variations $	Amended Net Budget $	Sept Qtr Actual Net $
Word Processing		106,206	(10,895)	95,311	22,308
	Strategic Objective Total	**(17,444,217)**	**7,203**	**(17,437,013)**	**(18,256,291)**
	Strategic Plan Total	**246,574**	**(30,557)**	**216,028**	**(23,371,866)**

Strategic Task	Performance Indicator	Timframe/Target	Quarterly Progress	Original Net Budget $	Variations $	Amended Net Budget $	Sept Qtr Actual Net $

General Manager

Strategic Objective Community/Lifestyle

Service Task

Communication

Strategic Task	Performance Indicator	Timframe/Target	Quarterly Progress	Original Net Budget $	Variations $	Amended Net Budget $	Sept Qtr Actual Net $
2.1.3.2.1	Provide and facilitate community, civic and business events.			$82,368	($12,822)	$69,546	$11,444
	Community and business events supported and organised.	Within specific timeframes for individual projects	100% Completed				
	Number of School visits undertaken.	Within specific timeframes for individual projects	100% Completed				
	Timely Civic ceremonies conducted.	Within specific timeframes for individual projects	100% Completed				
2.1.3.2.2	Provide written and visual material which develops a positive Council image.			$66,659	$1,258	$67,918	$17,455
	Brochures, flyers and reports produced.	Within specific timeframes for individual projects	100% Completed				
	Displays on relevant issues organised.	Within specific timeframes for individual projects	100% Completed				
	Speeches, briefing notes and media releases prepared.	Within specific timeframes for individual projects	100% Completed				
	Website content has up to date Information.	Within specific timeframes for individual projects	80% Completed				

Strategic Task

Operational Plan September Quarterly Review 2005/06

Strategic Task	Performance Indicator	Timframe/Target	Quarterly Progress	Original Net Budget $	Variations $	Amended Net Budget $	Sept Qtr Actual Net $
	Communication						
2.1.3.1.1	Implementation of Communications strategy in line with planned objective.			$9,429	$48	$9,477	$1,598
	Acceptance of Communications Strategy by Council.	July 2005	70% Completed				
2.1.3.1.2	Develop Community Events Strategy in consultation with key representatives.			$5,721	$231	$5,951	$1,422
	Adopted by Council.	June 2006	On Target				
2.1.3.1.3	Diversity Policy for responding to community difference in place			$7,109	$288	$7,397	$1,776
	Diversity Policy resolved by Council.	June 2006	On Target				

Strategic Task	Performance Indicator	Timframe/Target	Quarterly Progress	Original Net Budget $	Variations $	Amended Net Budget $	Sept Qtr Actual Net $

General Manager

Strategic Objective: Planning

Service Task

Communication

1.1.3.2.12	Prepare and implement Communication programs and initiatives that address existing and emerging issues.			$80,074	$531	$80,605	$12,419
	Timely, relevant Communication Plans/ Strategies developed and implemented.	Specified timeframes for each project	100% Completed				
1.1.3.2.13	Stakeholder Relationship development for communication issues.			$26,750	$384	$27,134	$5,253
	Community Education Programs identified and supported.	Ongoing with monthly review	100% Completed				
	Information provided via Internal and External Communication channels prior to deadlines.	Ongoing with monthly review	95% Completed				
	Media Relations Strategy finalised.	Ongoing with monthly review	10% Completed				

Elected Members

1.1.35.2.19	Provide Corporate Governance to meet community expectations and achieve Council's strategic vision			$286,927	-	$286,927	$76,180
	% Operational Plan achieved	80% achieved	On Target				

Executive Management

Strategic Task	Performance Indicator	Timframe/Target	Quarterly Progress	Original Net Budget $	Variations $	Amended Net Budget $	Sept Qtr Actual Net $
1.1.33.2.18	Provide Corporate Executive Management to meet Council's objectives			$948,917	$8,761	$957,678	$228,749
	% Operational Plan achieved	80% achieved	On Target				
	Human Resources						
1.1.4.2.14	Recruitment and selection of staff.			$41,342	-	$41,342	$9,553
	Recruitment and selection of quality staff within established policies and procedures.	Monthly reports to Management	100% Completed				
1.1.4.2.15	Training and development of staff.			$148,758	($20,000)	$128,758	$38,745
	Individual and corporate training needs identified and actioned within budget provisions.	Monthly reports to Management	100% Completed				
1.1.4.2.16	Industrial Relations.			$52,354	-	$52,354	$13,046
	Provision of accurate and timely advice and information to Management and Staff in relation to award interpretation and industrial issues.	Report annually	100% Completed				
1.1.4.2.17	Salary Administration and Performance Management.			$49,824	-	$49,824	$5,463
	Salary Administration and Performance Management systems monitored and utilised by organisation.	Report annually	100% Completed				
	Internal Audit						
1.1.1.2.1	Develop Internal Audit Framework.			$5,101	($5,101)	-	$586
	Policy and procedures are implemented and operational.	September 2005	100% Completed				

Operational Plan September Quarterly Review 2005/06

Strategic Task	Performance Indicator	Timframe/Target	Quarterly Progress	Original Net Budget $	Variations $	Amended Net Budget $	Sept Qtr Actual Net $
1.1.1.2.2	Develop and implement Strategic Audit Plan.			$5,101	($5,101)	-	$586
	Strategic Audit Plan adopted by Audit Committee.	October 2005	100% Completed				
1.1.2.2.4	Annual Audit Plan.			$86,724	($86,724)	-	$9,968
	Number of unplanned audits undertaken.	Report progress quarterly	On Hold				
	Annual Audit Plan adopted by Audit Committee.	Annual Review	100% Completed				
	% of Audits planned undertaken.	Report progress quarterly	On Hold				
1.1.2.2.5	Provision of support to Audit Committee.			$5,101	($5,101)	-	$586
	Efficient and effective Audit Committee meetings.	Ongoing	2 meetings held				

Strategic Task	Performance Indicator	Timframe/Target	Quarterly Progress	Original Net Budget $	Variations $	Amended Net Budget $	Sept Qtr Actual Net $

City Planning

Strategic Objective Community/Lifestyle

Service Task

City Planning

2.6.5.2.1	Main Street (Richmond and North Richmond) Development Control Plans.			$42,367	($1,118)	$41,249	$13,661
	DCP's on exhibition.	Reported quarterly	100% Completed				
2.6.5.2.2	Preparation of the Management Plan, both strategic and operational documents including the three year Budget with forward plan and Executive Summary and the Revenue Pricing Policy.			$199,112	($253)	$198,860	$44,020
	Management Plan including Annual Estimates advertised and adopted prior to 30 June 2006.	January 2006 - June 2006 and ongoing	On Target				

Strategic Task

City Planning

2.6.5.1.2	Hawkesbury Futures' demographic study completed.			$42,367	($1,118)	$41,249	$13,661
	Study to be presented to Council.	September 2005	25% Completed				
2.6.5.1.3	Civic index / diversity index equation to be calculated.			$18,064	$1,382	$19,446	$942
	Establishment of the Index.	December 2005	On Target				

Operational Plan September Quarterly Review 2005/06

Strategic Task	Performance Indicator	Timframe/Target	Quarterly Progress	Original Net Budget $	Variations $	Amended Net Budget $	Sept Qtr Actual Net $
2.6.5.1.4	Livability index equation to be calculated.			$10,569	$1,882	$12,451	($1,095)
	Index calculated.	January 2006	On Target				
2.6.5.1.5	Identify objectives for all directorates that arise from Hawkesbury Social Plan 2005-2010.			$12,541	$3,882	$16,423	($2,690)
	Objectives to be endorsed by Council and Strategic Planning Committee.	March 2006	25% Completed				

Strategic Task	Performance Indicator	Timframe/Target	Quarterly Progress	Original Net Budget $	Variations $	Amended Net Budget $	Sept Qtr Actual Net $

City Planning

Strategic Objective: Environment

Service Task

City Planning

Strategic Task	Performance Indicator	Timframe/Target	Quarterly Progress	Original Net Budget $	Variations $	Amended Net Budget $	Sept Qtr Actual Net $
5.6.5.2.1	Service Council Heritage Advisory Committee.			$52,863	($1,118)	$51,745	$224
	Minutes completed on time for next Council Meeting.	Report quarterly	100% Completed				
	Applications for heritage assistance assessed and recommended to Council within budget and reasonable time frame.	Report quarterly	100% Completed				
5.6.5.2.2	Pursue an Urban Release Strategy for Hawkesbury.			$18,147	($1,118)	$17,029	$3,459
	Identify appropriate areas and land uses.	Report quarterly	100% Completed				
	Community involvement.	Report quarterly	100% Completed				
	Completion of studies.	Report quarterly	100% Completed				
5.6.5.2.3	Prepare additional chapters and Review of Hawkesbury Development Control Plan (DCP).			$52,323	($1,118)	$51,206	$14,422
	Identify areas for improvement.	Report quarterly	100% Completed				
	Time between Council decision and completion.	Report quarterly	100% Completed				

Strategic Task	Performance Indicator	Timframe/Target	Quarterly Progress	Original Net Budget $	Variations $	Amended Net Budget $	Sept Qtr Actual Net $
5.6.5.2.4	Prepare site-specific local environmental plans as resolved by Council.			$76,733	($1,118)	$75,615	$15,466
	Best practice in plan preparation.	Report quarterly	100% Completed				
	Time between Council decision and completion.	Report quarterly	100% Completed				
5.6.5.2.5	Establish planning and zoning controls for environmentally sensitive land adjoining creeks and the river and zoning for WSUD.			$32,039	$9,000	$41,039	$8,106
	Number of planning and zoning controls implemented.	Report quarterly	100% Completed				
5.6.5.2.6	Service Council Flood Plain Risk Management Committee.			$8,597	($1,118)	$7,479	$1,501
	Minutes completed on time for next Council Meeting.	Report quarterly	100% Completed				
5.6.5.2.7	Service Council Waste Management Strategy Committee.			$7,863	$441	$8,304	$1,729
	Minutes completed on time for next Council Meeting.	Report quarterly	100% Completed				
5.6.5.2.8	Service Council Community Planning Committee.			$8,597	($1,118)	$7,479	$1,501
	Minutes completed on time for next Council Meeting.	Report quarterly	100% Completed				

Strategic Task

City Planning

Operational Plan September Quarterly Review 2005/06

Strategic Task	Performance Indicator	Timframe/Target	Quarterly Progress	Original Net Budget $	Variations $	Amended Net Budget $	Sept Qtr Actual Net $
5.6.5.1.1	Waste management position paper completed and submitted to Council.			$16,967	$951	$17,918	$3,731
	Alternative with recommendations present to Council	October 2005	100% Completed				
5.6.5.1.2	Produce SOE report and implement strategies to address key findings.			$32,318	($1,118)	$31,200	$4,543
	SOE signed off by Council	November 2005	100% Completed				
5.6.5.1.3	Selection of preferred technology for alternative waste disposal.			$20,692	$1,160	$21,852	$4,550
	Method of waste utilisation adopted by Council	December 2005	100% Completed				
5.6.5.1.4	Rural/agricultural retention policy in place.			$14,299	($1,118)	$13,181	$248
	Policy adopted by Council.	December 2005	On Target				
5.6.5.1.5	Through Masterplanning, design and manage town centres and places where people meet, as quality places to live and work.			$23,587	($1,118)	$22,469	$4,574
	Other town centres identified and funding allocated to commence master plans.	March 2006	On Target				
5.6.5.1.6	Complete comprehensive audit of crime prevention through environmental design and behavioural factors that can be changed.			$11,752	($1,118)	$10,634	$2,148
	Audit completed and reported to Council.□Recommendations adopted by Council.	April 2006□June 2006	On Target				

Strategic Task	Performance Indicator	Timframe/Target	Quarterly Progress	Original Net Budget $	Variations $	Amended Net Budget $	Sept Qtr Actual Net $
5.6.5.1.7	Strategy for sustainable development in place.			$14,119	($1,118)	$13,001	$2,633
	Policy adopted by Council.	May 2006	On Target				
5.6.5.1.8	Implement phase 1 of town centres master plans.			$7,413	($1,118)	$6,295	$1,259
	Public consultation undertaken and final main three master plans adopted by Council.	June 2006	On Target				

Strategic Task	Performance Indicator	Timframe/Target	Quarterly Progress	Original Net Budget $	Variations $	Amended Net Budget $	Sept Qtr Actual Net $

City Planning

Strategic Objective Infrastructure

Service Task

City Planning

3.6.5.2.1	Design for public infrastructure as recommended in Windsor Master Plan.			$10,174	($1,118)	$9,056	$1,824
	Designs completed within budget.	Reported quarterly	100% Completed				

Strategic Task

City Planning

3.6.5.1.1	Produce risk strategy paper on appropriate physical and social infrastructure requirements.			$12,541	($1,118)	$11,423	$2,310
	Paper presented to Council.	September 2005	80% Completed				
3.6.5.1.2	Produce strategy document identifying state, regional and other infrastructure that will complement City's needs and reflect social and cultural requirements.			$36,211	($1,118)	$35,093	$9,649
	Strategy reported to Council.	April 2006	On Target				
3.6.5.1.3	Develop an asset management program for existing infrastructure and lobby for increased funding.			$10,257	($1,118)	$9,139	$1,841
	Implementation of plan, lobbying commenced.	December 2005	80% Completed				

Strategic Task	Performance Indicator	Timframe/Target	Quarterly Progress	Original Net Budget $	Variations $	Amended Net Budget $	Sept Qtr Actual Net $
3.6.5.1.4	Identify maintenance/capital expenditure ratio on physical and social infrastructure.			$10,257	($1,118)	$9,139	$1,841
	Ratio calculated.	January 2006	On Target				

Strategic Task	Performance Indicator	Timframe/Target	Quarterly Progress	Original Net Budget $	Variations $	Amended Net Budget $	Sept Qtr Actual Net $

City Planning

Strategic Objective: Planning

Service Task

City Planning

Strategic Task	Performance Indicator	Timframe/Target	Quarterly Progress	Original Net Budget $	Variations $	Amended Net Budget $	Sept Qtr Actual Net $
1.6.5.2.1	Alter the Development Control Plan to introduce the principals of "Water Sensitive Urban Design".			$21,359	$6,000	$27,359	$5,404
	DCP is completed.	June 2006	On Target				
1.6.5.2.2	E-Plan Create interactive electronic LEP and DCP.			$51,678	($1,118)	$50,561	$10,331
	Operating and live on Council Web site.	Report quarterly	100% Completed				
1.6.5.2.3	Cultural Plan drafted and planning processes undertaken.			$11,222	($1,101)	$10,121	$2,144
	Provision of draft plan and information, recommendations and actions in relation to cultural planning.	Quarterly updates	100% Completed				

Strategic Task

City Planning

Strategic Task	Performance Indicator	Timframe/Target	Quarterly Progress	Original Net Budget $	Variations $	Amended Net Budget $	Sept Qtr Actual Net $
1.6.5.1.1	Review Council's strategy for future urban release areas.			$13,320	($1,118)	$12,202	$2,469
	Residential and Business/Employment lands identified and prioritised by Council.	May 2006	On Target				

Strategic Task	Performance Indicator	Timframe/Target	Quarterly Progress	Original Net Budget $	Variations $	Amended Net Budget $	Sept Qtr Actual Net $
1.6.5.1.2	Participate actively in State government planning reforms and strategies.			$8,587	($1,118)	$7,469	$1,499
	Participation plan implemented.	June 2006	On Target				
1.6.5.1.3	Identify and confirm Hawkesbury's role in the Metropolitan Strategy for Sydney.			$7,019	($1,118)	$5,901	$1,178
	Report to Council on State Government response.	July 2006	On Target				
2.6.5.1.1	Social infrastructure support policy completed.			$8,597	($1,118)	$7,479	$1,501
	Council to adopt the policy.	July 2005	100% Completed				

Commercial Strategy

Strategic Objective **Business Development**

Service Task

Commercial Response Unit

Strategic Task	Performance Indicator	Timframe/Target	Quarterly Progress	Original Net Budget $	Variations $	Amended Net Budget $	Sept Qtr Actual Net $
4.2.6.2.1	Establish networks with key influencers.			$9,290	-	$9,290	$2,030
	Participate in strategic Government committees.	Report Annually	100% Completed				
	Regular meetings with local business development agencies.	Report Annually	100% Completed				
	Leadership provision and cross-industry relationships developed via board & committee representation (eg, BAS).	Report Annually	100% Completed				
4.2.6.2.10	Encourage prosperous and sustainable local enterprise.			$121,073	($11,800)	$109,273	$19,536
	Project pipelines actively developed by Enterprise Panel and project proposals reported to Council.	Report Annually	100% Completed				
4.2.6.2.2	Facilitate access to competitive telecommunications services.			$3,247	$500	$3,747	$699
	M-commerce Strategy to support local business initiated.	March 2006	On Target				
	Regular liaison with Telco service providers.	Report Annually	100% Completed				

Strategic Task	Performance Indicator	Timframe/Target	Quarterly Progress	Original Net Budget $	Variations $	Amended Net Budget $	Sept Qtr Actual Net $
4.2.6.2.3	Enhance ability to attract new businesses and industries.			$6,758	$500	$7,258	$1,500
	Networks established with local Real Estate Agents (REAs).	November 2005	Revised Timeframe June 2006				
	Business/Industrial Lands Register (including HCC and private lands) for investors established.	August 2005	35% Completed - Revised Timeframe June 2006				
	Vacancy Register of Business/Industrial Lands (including indicators of business interest), maintained in conjunction with local REAs.	February 2006	On Target				
4.2.6.2.4	Help ensure a stable funding base.			$17,906	$1,023	$18,930	$4,514
	Testimonials circulated to key influencers (ie. Government and potential private partners).	Report Annually	On Target				
	Business Development Program (eg. fly-ins and business dinner) initiated.	Report Annually	On Target				
4.2.6.2.5	Provide leadership to Strategic Tasks.			$23,930	($901)	$23,029	$3,962
	Achievements of Enterprise Panel members promoted.	Report Annually	100% Completed				
	Business Awards Program supported.	September 2005	100% Completed				
4.2.6.2.6	Maintain effective community engagement and feedback.			$205,947	$1,523	$207,471	$44,506
	Regular surveys of customers undertaken.	Ongoing	On Target				

Strategic Task	Performance Indicator	Timframe/Target	Quarterly Progress	Original Net Budget $	Variations $	Amended Net Budget $	Sept Qtr Actual Net $
4.2.6.2.7	Facilitate availability of skilled workforce.			$4,870	-	$4,870	$1,059
	Discussions with 'advanced technology' and R&D firms to stimulate demand.	Report Annually	100% Completed				
	'Enviro-science' partnerships identified and/or established with selected firms and/or R&D laboratory.	May 2006	On Target				
4.2.6.2.8	Enhance physical and business environments to attract new technology firms.			$19,431	($1,750)	$17,681	$2,435
	Technology Park concept investigations and feasibility analysis undertaken.	December 2005	On Target				
	Emerging planning instruments explored in conjunction with interested parties (eg, Transferable Development Rights).	Report Annually	75% Completed				
4.2.6.2.9	Develop strategy to support e-enablement of HCC customers.			$17,881	($1,750)	$16,131	$2,463
	Draft business strategy for e-enablement presented to EMAC.	March 2006	On Target				
	E-Markets/Commerce Advisory Committee (EMAC) provided with regular updates on broadband roll out.	Report Quarterly	100% Completed				
	Review of internal IT capabilities to identify potential operating improvements and commercial opportunities.	November 2005	On Target				

Strategic Task

Commercial Response Unit

4.2.6.1.1	Alliances / Private Public Partnerships established with industries and other organisations.			$5,500	$500	$6,000	$1,289
	20% of identified partnerships established.	June 2006	On Target				

Strategic Task	Performance Indicator	Timframe/Target	Quarterly Progress	Original Net Budget $	Variations $	Amended Net Budget $	Sept Qtr Actual Net $
4.2.6.1.2	Identify areas of competitive advantage and development potential.			$12,370	($1,350)	$11,020	$1,761
	Recommendations to Council on areas to develop.	October 2005	On Target				
4.2.6.1.3	Land use planning options for business development explored and documented.			$16,681	-	$16,681	$3,890
	Options paper to Council.	February 2006	On Target				

Strategic Task	Performance Indicator	Timframe/Target	Quarterly Progress	Original Net Budget $	Variations $	Amended Net Budget $	Sept Qtr Actual Net $

Commercial Strategy

Strategic Objective Community/Lifestyle

Service Task

Commercial Response Unit

Strategic Task	Performance Indicator	Timframe/Target	Quarterly Progress	Original Net Budget $	Variations $	Amended Net Budget $	Sept Qtr Actual Net $
2.2.6.2.1	Establish networks with local businesses.			$19,402	$100	$19,502	$4,296
	Business Breakfast Program conducted.	Report Annually	100% Completed				
	Top 20 Employer Visitation Program.	Report Annually	90% Completed				
	Welcome Reception/s held for new business.	November 2005	100% Completed				
2.2.6.2.2	Establish Strategic Events Program.			$132,338	($14,042)	$118,296	$23,497
	RAAF Air Show Strategy/Lobby team initiated.	July 2005	90% Completed				
	Christmas marketing program initiated.	September 2005	100% Completed				
	Bridge to Bridge joint venture/partnership strategy presented to Council.	December 2005	70% Completed - Revised Timeframe June 2006				

Strategic Task	Performance Indicator	Timframe/Target	Quarterly Progress	Original Net Budget $	Variations $	Amended Net Budget $	Sept Qtr Actual Net $
2.2.6.2.3	Maintain and reinforce positive brand and community image.			$202,047	($8,942)	$193,105	$45,591
	Performance Agreement established with Marketing/Tourism Operator.	October 2005	100% Completed				
	Commercial Infrastructure Inventory maintained.	Report Annually	100% Completed				
	Roll out Signposting Strategy with 90% of Level-1 & 75% of Level-2 signs installed.	June 2006	On Target				
	Regular reviews of local marketing and tourism services.	Report Annually	75% Completed				
2.2.6.2.4	Facilitate customer service and quality standards to support and enhance brand image.			$42,063	($2,300)	$39,763	$9,669
	Brand Accreditation and/or Customer Service Programs initiated with local businesses initiated.	October 2005	100% Completed				
	Customer Satisfaction Index for CRU established.	December 2005	On Target				
2.2.6.2.5	Help ensure a stable employment base.			$9,838	$349	$10,187	$2,669
	Discussions with Registered Training Organisations (RTOs) to identify skills and training gaps.	October 2005	75% Completed				

Strategic Task	Performance Indicator	Timframe/Target	Quarterly Progress	Original Net Budget $	Variations $	Amended Net Budget $	Sept Qtr Actual Net $
2.2.6.2.6	Provide leadership to Strategic Tasks.			$76,833	($3,550)	$73,283	$14,628
	Coordination of divisional input to a strategy document that addresses 'connected communities'.□	Report Annually	On Target				
	International trade opportunities identified via key relationships (eg. Sister City).	September 2005	10% Completed				
	Connected Community Strategy' presented to Council.	November 2005	On Target				
	Complementary Tourism Program/s initiated with target LGAs.	August 2005	100% Completed				

Strategic Task

Commercial Response Unit

Strategic Task	Performance Indicator	Timframe/Target	Quarterly Progress	Original Net Budget $	Variations $	Amended Net Budget $	Sept Qtr Actual Net $
2.2.6.1.1	Prepare Strategy for "connected" community in place.			$25,420	($1,843)	$23,577	$4,569
	Strategy adopted by Council.	February 2006	On Target				

Strategic Task	Performance Indicator	Timframe/Target	Quarterly Progress	Original Net Budget $	Variations $	Amended Net Budget $	Sept Qtr Actual Net $

Commercial Strategy

Strategic Objective Environment

Service Task

Commercial Response Unit

Strategic Task	Performance Indicator	Timframe/Target	Quarterly Progress	Original Net Budget $	Variations $	Amended Net Budget $	Sept Qtr Actual Net $
5.2.6.2.1 Facilitate sustainable development of and support for local enterprise.				$4,539	-	$4,539	$1,060
	Incorporation of appropriate performance measures in contracts and proposals	Ongoing	100% Completed				
5.2.6.2.2 Facilitate private funding for business support.				$5,777	($5,777)	-	-
	Favourable private/external funding trends	Ongoing	100% Completed				

Strategic Task	Performance Indicator	Timframe/Target	Quarterly Progress	Original Net Budget $	Variations $	Amended Net Budget $	Sept Qtr Actual Net $

Commercial Strategy

Strategic Objective: Infrastructure

Service Task

Information Services

Strategic Task	Performance Indicator	Timframe/Target	Quarterly Progress	Original Net Budget $	Variations $	Amended Net Budget $	Sept Qtr Actual Net $
3.2.7.2.10 Create Service level Agreements with Remote Sites.				$9,745	($350)	$9,395	$2,825
	Survey sites & implement SLAs.	September 2005	80% Completed				
3.2.7.2.11 Assist with creation of Business Directory & review of HBB Directory.				$9,745	($350)	$9,395	$2,825
	New Business Directory Created for data checking and input, Review HBB.	August 2005	50% Completed - Revised Timeframe March 2006				
3.2.7.2.12 To provide authorised staff with access to the Internet.				$50,562	($921)	$49,641	$16,194
	Authorised staff have access to the Internet.	Ongoing	100% Completed				
	Exemption Reporting on Internet usage for policy breaches.	Monthly	100% Completed				
3.2.7.2.13 To provide an I.T Helpdesk for 1st & 2nd level support.				$389,810	($13,998)	$375,812	$113,019
	Calls not completed immediately are logged.	Daily	80% Completed				
	Outstanding request to be monitored and escalated.	Weekly	85% Completed				

Operational Plan September Quarterly Review 2005/06

Strategic Task	Performance Indicator	Timframe/Target	Quarterly Progress	Original Net Budget $	Variations $	Amended Net Budget $	Sept Qtr Actual Net $
3.2.7.2.14	To process agreed user & custodian requests.			$48,726	($1,750)	$46,976	$14,127
	Meeting with Custodians.	Every 4 months	100% Completed				
	Report to I.T Committee.	Quarterly	100% Completed				
	Requests to be entered into helpdesk system.	Daily	90% Completed				
3.2.7.2.15	To arrange ongoing I.T Training for users.			$29,236	($1,050)	$28,186	$8,476
	On line I.T Training to be made available to all staff (upon authorisation).	Monthly	100% Completed				
3.2.7.2.16	System Security.			$19,490	($700)	$18,791	$5,651
	Login security checked & Microsoft Critical Patches reviewed for installation.	Monthly	95% Completed				
	Mail sweeper in place to stop virus emails & potential inappropriate emails.	Released < 30mins(bh)	95% Completed				
3.2.7.2.17	To provide ant-virus protection to the network & stand alone pcs to minimise the impact of viruses.			$29,236	($1,050)	$28,186	$8,476
	Check of remote sites not connected to network.	Monthly	80% Completed				
	Latest anti-virus software updated to log in scripts & network users.	Daily	100% Completed				

Operational Plan September Quarterly Review 2005/06

Strategic Task	Performance Indicator	Timframe/Target	Quarterly Progress	Original Net Budget $	Variations $	Amended Net Budget $	Sept Qtr Actual Net $
3.2.7.2.18	To consolidate & review the I.T Disaster Recovery Plan & process.			$19,490	($700)	$18,791	$5,651
	Test & sign off Disaster Recovery Project 2 (1 server).	June 2006	On Target				
	Test & sign off Disaster Recovery Project 1 (1 server).	December 2005	On Target				
	Review I.T part of Corporate Plan.	July 2005	30% Completed - Revised Timeframe Dec 2005				
3.2.7.2.19	To install server upgrades of Local Gov. applications and system software.			$269,561	($4,441)	$265,120	$87,135
	Supplier releases & patches for fixes, enhancements, as per Plan.	Ongoing	100% Completed				
3.2.7.2.20	To replace leased & owned equipment.			$618,776	($7,201)	$611,574	$205,147
	Replace within 30 days of lease or agreed life expiry date (every 3 yrs).	< 30 days	85% Completed				
3.2.7.2.21	To increase remote site connectivity and maintain internet bandwidth.			$24,562	($736)	$23,826	$7,372
	Repeater Site transferred to new Library & Internet bandwidth maintained.	November 2005	100% Completed				

Operational Plan September Quarterly Review 2005/06

Strategic Task	Performance Indicator	Timframe/Target	Quarterly Progress	Original Net Budget $	Variations $	Amended Net Budget $	Sept Qtr Actual Net $
3.2.7.2.3	To manage the Corporate I.T Section , Resources & I.T Plan.			$38,981	($1,400)	$37,581	$11,302
	Complete Actions from I.T Plan.	By Due Date	80% Completed				
	Meetings with I.T Committee & Sub Committees.	Quarterly	100% Completed				
	Update I.T Plan.	Bi-Monthly	On Target				
3.2.7.2.4	Minor Review of Corporate Systems with I.T Committee & Users.			$29,236	($1,050)	$28,186	$8,476
	Project Plan agreed upon and commenced.	October 2005	100% Completed				
	Report to Directors & possible submission to budget process.	March 2006	On Target				
3.2.7.2.5	Review the Library, Gallery & Museum Projects.			$9,745	($350)	$9,395	$2,825
	Gallery Review.	December 2005	On Target				
	Library Review.	October 2005	100% Completed				
	Museum Review.	May 2006	On Target				

Strategic Task	Performance Indicator	Timframe/Target	Quarterly Progress	Original Net Budget $	Variations $	Amended Net Budget $	Sept Qtr Actual Net $
3.2.7.2.6	To evaluate Electronic Records Correspondence outwards.			$19,490	($700)	$18,791	$5,651
	Report to Senior Management & Budget Process, if necessary.	February 2006	On Target				
	Report to I.T Committee.	December 2005	On Target				
	Project Plan agreed upon and commenced.	August 2005	60% Completed				
3.2.7.2.7	To consolidate & increase E-Enablement, E-Services & On Line Systems.			$77,962	($2,800)	$75,162	$22,604
	Expand use of Local E web Page & Intranet.	April 2006	On Target				
	Commence preparation to implement new Technology One "CI" systems.	May 2006	On Target				
3.2.7.2.8	To further reduce the use of paper, paper flows & paper correspondence.			$9,745	($350)	$9,395	$2,825
	Identify non users of Dataworks & "paper" areas.	February 2006	On Target				
	Project Plan in place to achieve improvements.	May 2006	On Target				
	Review Dataworks Workflows.	Ongoing	40% Completed				

Strategic Task	Performance Indicator	Timframe/Target	Quarterly Progress	Original Net Budget $	Variations $	Amended Net Budget $	Sept Qtr Actual Net $
3.2.7.2.9	To Review Policies, Procedures & Guidelines.			$2,825	($2,825)	-	-
	Review submitted to I.T Committee.	Quarterly	100% Completed				
	Review Policy Items & Titles for gaps or improvements.	September 2005	80% Completed				
	Legal Services						
3.2.30.2.1	Facilitate sound corporate compliance and governance.			$145,224	$48,395	$193,619	$42,616
	Legal precedent/case study database review undertaken.	November 2005	90% Completed				
	Timely advice on compliance matters.	Report Annually	100% Completed				
	Timely advice on planning matters.	Report Annually	100% Completed				
	Timely advice on corporate matters.	Report Annually	100% Completed				
	Timely advice on commercial matters.	Report Annually	100% Completed				
	Regular review of performance objectives as specified by legal services agreement with legal advisors and consultants.	Report Annually	90% Completed				

Strategic Task	Performance Indicator	Timframe/Target	Quarterly Progress	Original Net Budget $	Variations $	Amended Net Budget $	Sept Qtr Actual Net $
3.2.30.2.2	Help ensure effective management systems and controls are in place.			$8,008	-	$8,008	$969
	Effective administration of divisional cases.	Report Annually	100% Completed				
	Contract review and approval procedures in place.	October 2005	75% Completed				

Commercial Strategy

Strategic Objective: Planning

Service Task

Commercial Response Unit

Strategic Task	Performance Indicator	Timframe/Target	Quarterly Progress	Original Net Budget $	Variations $	Amended Net Budget $	Sept Qtr Actual Net $
1.2.6.2.1	Facilitate development of modern infrastructure to support local business communities.			$2,471	-	$2,471	$584
	Cooperative arrangements established with Rail Corp to address infrastructure development needs.	September 2005	50% Completed - Revised Timeframe March 2006				
1.2.6.2.2	Improve the private funding base for business support.			$5,163	-	$5,163	$1,256
	Options for capital raising explored with potential financial partners.	April 2006	On Target				
1.2.6.2.3	Ensure a stable funding base.			$20,288	-	$20,288	$4,545
	Regular meetings with funding originators (eg. GROW).	Report Annually	100% Completed				
	Analysis undertaken for supplemental income (eg. General Rates, Special Levies-Economic Development, special grants) to fund growth.	November 2005	100% Completed				

Strategic Task	Performance Indicator	Timframe/Target	Quarterly Progress	Original Net Budget $	Variations $	Amended Net Budget $	Sept Qtr Actual Net $
1.2.6.2.4	Provide leadership to Strategic Tasks.			$5,335	-	$5,335	$1,388
	Relationship Strategy report presented to Council.	November 2005	On Target				
	Draft proposals for EIS presented to MANEX.	December 2005	On Target				
	Decision Support Systems (DSS) continuously monitored and improved.	Report Annually	75% Completed				
	Coordination of divisional input to a relationships strategy document to address the 'Renewal Gap'.	Report Quarterly	70% Completed				
	Review of Executive Information System (EIS) undertaken.	September 2005	90% Completed				
1.2.6.2.5	Maintain effective community engagement and feedback.			$37,784	-	$37,784	$9,084
	Executive/administrative support provided to E-Commerce/Markets Advisory Committee.	Report Annually	100% Completed				
	Executive/administrative support provided to Strategic Planning Committee.	Report Annually	100% Completed				
	Records						
1.2.32.2.10	To provide an internal courier and mail distribution service			$16,000	-	$16,000	$3,480
	Meet organisational requirements within accepted timeframes.	Ongoing	100% Completed				

Strategic Task	Performance Indicator	Timframe/Target	Quarterly Progress	Original Net Budget $	Variations $	Amended Net Budget $	Sept Qtr Actual Net $
1.2.32.2.11	To provide a Records management inquiry service			$26,000	-	$26,000	$5,734
	Meet organisational requirements within accepted timeframes.	Ongoing	100% Completed				
1.2.32.2.12	Introduce a retention & disposal system			$20,000	-	$20,000	$4,508
	Meet organisational requirements within accepted timeframes.	June 2006	On Target				
1.2.32.2.6	To manage correspondence & hard copy documents in accordance with Government Disposal Authority			$201,083	-	$201,083	$44,881
	100% of documents are managed as per the Disposal and Retention Schedule.	Quarterly report and ongoing	100% Completed				
1.2.32.2.7	Management and Revision of on site storage facilities and requirements			$31,000	-	$31,000	$6,860
	That current facilities are used effectively and a report submitted to Senior Management.	December 2005	On Target				
1.2.32.2.8	Compliance with State Records Act			$58,000	-	$58,000	$8,269
	Meet timeframes and deadlines of the Act.	Quarterly report and ongoing	100% Completed				
1.2.32.2.9	To provide a centralised postal service for correspondence outwards			$114,625	-	$114,625	$16,558
	Meet organisational requirements within accepted timeframes.	Ongoing	100% Completed				

Strategic Task

Commercial Response Unit

Strategic Task	Performance Indicator	Timframe/Target	Quarterly Progress	Original Net Budget $	Variations $	Amended Net Budget $	Sept Qtr Actual Net $
1.2.6.1.1	In response to the funding constraints and the emerging Renewal Gap, prepare a key relationships strategy			$5,465	-	$5,465	$1,377
	20% targeted partnerships established.	June 2006	On Target				
1.2.6.1.2	Review of Executive Information Systems (EIS).			$2,771	-	$2,771	$621
	Adoption by Council of new Executive Information System.	June 2006	On Target				

Strategic Task	Performance Indicator	Timframe/Target	Quarterly Progress	Original Net Budget $	Variations $	Amended Net Budget $	Sept Qtr Actual Net $

External Services

Strategic Objective: Business Development

Service Task

Community

Strategic Task	Performance Indicator	Timframe/Target	Quarterly Progress	Original Net Budget $	Variations $	Amended Net Budget $	Sept Qtr Actual Net $
4.5.10.2.1 Manage and operate Hawkesbury Family Day Care Scheme and Richmond Occasional Child Care Service to enable working parents to access work-related child care.				$39,373	-	$39,373	($75,949)
	Project meets all funding and child care licensing requirements.	As required by Dept. of Community Services and Dept. of	100% Completed				
	Richmond OCC to achieve 75% utilisation of available care hours.	As required by Dept. of Community Services and Dept. of	75% Completed				
	Maintain 90% utilisation of available care hours.	As required by Dept. of Community Services and Dept. of	75% Completed				
4.5.10.2.2 Provide management consultancy services to community managed funded services.				$14,245	$698	$14,942	$3,997
	Provision of timely information and management consultancy where required.	As requested by community management committees	100% Completed				

Strategic Task	Performance Indicator	Timframe/Target	Quarterly Progress	Original Net Budget $	Variations $	Amended Net Budget $	Sept Qtr Actual Net $

External Services

Strategic Objective Community/Lifestyle

Service Task

Community

Strategic Task	Performance Indicator	Timframe/Target	Quarterly Progress	Original Net Budget $	Variations $	Amended Net Budget $	Sept Qtr Actual Net $
2.5.10.2.1 Manage grants and donations programs to enable residents and community groups to access funds for initiatives to improve community linkages, and to meet the community's social, health, safety, leisure and cultural needs.				$103,496	($1,478)	$102,018	$11,103
	Achieve required milestones for operation of grants and donations programs.	June 2006	100% Completed				
2.5.10.2.2 In conjunction with community committees, resource and support the planning of activities which celebrate community diversity and promote community harmony (including Seniors Week, Youth Week, Disability Awareness Day, NAIDOC Week, Library Week, Child				$93,618	$3,401	$97,019	$17,567
	Program of activities developed and implemented.	As determined by NSW Government	100% Completed				
2.5.10.2.3 Identify funding options and source funds to establish services and activities to improve community linkages and meet the social, health, safety, leisure and cultural needs of the community.				$51,846	$2,411	$54,256	$11,875
	Level of external investments sourced to expand and/or establish services and activities.	Reported quarterly	100% Completed				
2.5.10.2.4 Manage and operate externally funded community services (Forgotten Valley Mobile Resource Unit, Hawkesbury Family Co-op, & Richmond Youth Streetbeat Project) in compliance with funding and licensing requirements.				$70,375	($1,409)	$68,967	$9,329
	Projects achieve 90% of work plan as submitted to funding bodies.	Reported quarterly	100% Completed				
	Projects meets all funding and child care licensing requirements.	As required by funding bodies	100% Completed				

Strategic Task	Performance Indicator	Timframe/Target	Quarterly Progress	Original Net Budget $	Variations $	Amended Net Budget $	Sept Qtr Actual Net $
2.5.10.2.5	Manage and operate the Hawkesbury City Council Library Service to provide access to information, recreational reading, life-long learning and specialist outreach programs.			$1,016,179	($5,336)	$1,010,844	$261,736
	Achieve performance benchmarks for library stock items per capita, circulation turnover, information enquiries, loans, library membership and to	Reported quarterly	97% Completed				
2.5.10.2.6	Manage and operate the Hawkesbury Regional Gallery and the Hawkesbury Regional Museum in accordance with the aims and objectives of the 'Memorandum of Understanding: Hawkesbury Cultural Precinct".			$305,336	($1,260)	$304,076	-
	Achieve performance benchmarks for cultural services as identified in the Cultural Precinct Development Plan.	Reported quarterly	50% Completed				
2.5.10.2.7	Development and dissemination of information to increase awareness of road safety issues.			$3,684	($95)	$3,590	-
	Number of resources developed.	Continuous application with annual review	100% Completed				
	Amount of information disseminated via media releases, Council Internet Site, brochures, flyers, activities, public forums and newsletters.	Continuous application with annual review	100% Completed				

Strategic Task

Community

Strategic Task	Performance Indicator	Timframe/Target	Quarterly Progress	Original Net Budget $	Variations $	Amended Net Budget $	Sept Qtr Actual Net $
2.5.10.1.1	Identify factors that affect lifestyle outcomes together with key institutions involved in the assessment of impacts.			$3,561	$174	$3,736	$999
	Strategies adopted by Council.	July 2005	Ongoing				
2.5.10.1.2	Develop protocols to notify institutions on proposed developments and provide a mechanism for comment.			$3,561	$174	$3,736	$999
	Report to Strategic Planning Committee.	August 2005	Ongoing				

Strategic Task	Performance Indicator	Timframe/Target	Quarterly Progress	Original Net Budget $	Variations $	Amended Net Budget $	Sept Qtr Actual Net $
2.5.10.1.3	Cultural Precinct Development Plan			$6,713	$885	$7,598	-
	Development Plan adopted by Council.	December 2005	On Target				

Strategic Task	Performance Indicator	Timframe/Target	Quarterly Progress	Original Net Budget $	Variations $	Amended Net Budget $	Sept Qtr Actual Net $

External Services

Strategic Objective: Environment

Service Task

Regulatory Services

Strategic Task	Performance Indicator	Timframe/Target	Quarterly Progress	Original Net Budget $	Variations $	Amended Net Budget $	Sept Qtr Actual Net $
5.5.11.2.1	Management of public health and provide environmental education.			$49,049	$2,614	$51,663	$15,825
	Increased awareness by the community on environmental and public health issues.	Quarterly report	100% Completed				
5.5.11.2.10	Ensure registration of Commercial Premises Supplying Non Mains Reticulated□Potable Water Supply.			$10,816	-	$10,816	$2,010
	Register is maintained on database. No reports of gastro intestinal sickness from non-mains supplied water from commercial premises.	Quarterly report	100% Completed				
5.5.11.2.11	Cities for Climate Protection (CCP) Program.			$1,255	-	$1,255	($154)
	Measurable reductions in greenhouse gas emissions are increased.	Quarterly report	Ongoing				
5.5.11.2.12	Recycling and waste collection service and disposal.			$2,046,115	$31,445	$2,077,561	$107,196
	Level of customer satisfaction, reduction in recyclable materials to landfill	Quarterly report	100% Completed				
5.5.11.2.13	Waste Depot operations. Construction of future cells.			$1,334,568	$11,599	$1,346,167	$317,413
	The waste depot is run in a manner that meets "management best practice" and delivers a safe environment for the public to use.	Quarterly report	100% Completed				

Strategic Task	Performance Indicator	Timframe/Target	Quarterly Progress	Original Net Budget $	Variations $	Amended Net Budget $	Sept Qtr Actual Net $
5.5.11.2.14	Racecourse Road Sludge Disposal Depot - Post Closure Plan Remediation and Monitoring.			$564,819	$11,599	$576,418	$113,519
	Carry out the remediation and monitoring of the site in accordance with the time requirements of the EPA approved post closure plan and within budget	Quarterly report	100% Completed				
5.5.11.2.15	Waste Education and Promotion program for the community.			$304,709	$5,857	$310,566	$72,743
	School visits are conducted and public groups are addressed when required. Media are utilised for information dissemination.	Quarterly report	100% Completed				
5.5.11.2.16	To provide assistance to the Clean Up Australia Day campaign.			$3,765	-	$3,765	-
	Arrangements are made to assist with the promotion of the program for our city. Assistance is provide to dispose of waste collected.	Annual report	100% Completed				
5.5.11.2.17	Monitor compliance with approval conditions. Respond to complaints of unauthorised land use and activities.			$149,271	($6,402)	$142,869	$21,598
	All developments inspected following completion. Unauthorised developments investigated and appropriate action taken to address the issue.	Quarterly report	75% Completed				
5.5.11.2.18	Patrol parking compliance throughout the city streets and parking areas.			($39,527)	$2,968	($36,559)	($17,921)
	Streets and carparks are patrolled to ensure compliance with signage.	Quarterly report	100% Completed				
5.5.11.2.19	Ensure efficient collection of waste management charges			($5,086,152)	-	($5,086,152)	($5,159,261)
	Ensure 95% collection of Environmental Levy	Report quarterly	100% Completed				

Strategic Task	Performance Indicator	Timframe/Target	Quarterly Progress	Original Net Budget $	Variations $	Amended Net Budget $	Sept Qtr Actual Net $
5.5.11.2.2	Periodic food premises inspections.			$42,783	$6,229	$49,012	$12,657
	No confirmed outbreaks of food related sickness associated with food premises in Hawkesbury City.	Quarterly report	100% Completed				
5.5.11.2.3	Conduct food handlers education seminars.			$46,494	$2,012	$48,506	$12,282
	Conduct food handlers courses at four monthly intervals.	Quarterly report	100% Completed				
5.5.11.2.4	Legionnaires Disease monitoring.			$46,494	$2,012	$48,506	$12,282
	Maintain register of premises located in the City, affected by the Legionella legislation.	Annual update of register	100% Completed				
5.5.11.2.5	Caravan park inspections.			$19,901	-	$19,901	$3,587
	Acceptable health and environmental standards are maintained in all caravan parks .	Annual Report	100% Completed				
5.5.11.2.7	Skin penetration inspections.			$44,469	$3,217	$47,686	$11,829
	Incidence of inappropriate skin penetration operations are addressed, and the number of incidents detected reduces each year.	Quarterly report	100% Completed				
5.5.11.2.8	Inspection of Public Swimming Pools.			$19,901	-	$19,901	$3,587
	Inspection of public swimming pools shows high % of compliance with all health and disinfection requirements.	Annual report	On Target				

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Strategic Task	Performance Indicator	Timframe/Target	Quarterly Progress	Original Net Budget $	Variations $	Amended Net Budget $	Sept Qtr Actual Net $
5.5.11.2.9	Mosquito Research.			$2,510	-	$2,510	-
	Surveillance performed and results reported.	Annual report	100% Completed				

Strategic Task

Regulatory Services

Strategic Task	Performance Indicator	Timframe/Target	Quarterly Progress	Original Net Budget $	Variations $	Amended Net Budget $	Sept Qtr Actual Net $
5.5.11.1.1	River Management and Promotion policy.			$142,569	-	$142,569	$125,000
	Management and Promotion Policy adopted by Council.	July 2005	90% Completed				

Strategic Task	Performance Indicator	Timframe/Target	Quarterly Progress	Original Net Budget $	Variations $	Amended Net Budget $	Sept Qtr Actual Net $

External Services

Strategic Objective: Infrastructure

Service Task

Community

Strategic Task	Performance Indicator	Timframe/Target	Quarterly Progress	Original Net Budget $	Variations $	Amended Net Budget $	Sept Qtr Actual Net $
3.5.10.2.1	Work in conjunction with community and user groups to design community facilities (as identified in Section 94 Contributions Plan).			$14,995	$698	$15,692	$4,097
	Design brief for Kurrajong Community Facility completed.	November 2005	75% Completed				
	Investigate options for design of multi-purpose service centre for Catchment 4 (Richmond/Hobartville).	March 2006	On Target				
3.5.10.2.2	Support and resource Council Sec 377 committees with delegated responsibility for the day-to-day management of Council facilities and services.			$25,035	$1,674	$26,708	$4,748
	Provision of timely assistance as requested by 377 Committees. Level of community use of Council facilities.	Reported quarterly	100% Completed				
3.5.10.2.3	Provide Project Management Services to the Board of Peppercorn Services Inc. to operate community transport services within the Hawkesbury LGA.			-	-	-	-
	Project continues to meet all funding and statutory requirements and achieves contracted outputs for the provision of transport services.	As required by Board and funding bodies. Reported quarterly	100% Completed				

Regulatory Services

Strategic Task	Performance Indicator	Timframe/Target	Quarterly Progress	Original Net Budget $	Variations $	Amended Net Budget $	Sept Qtr Actual Net $
3.5.11.2.4	Maintenance and operation of Companion Animal Shelter and Companion Animal education/regulation.			$54,271	$22,008	$76,279	$19,127
	Animals needs are satisfied.	Reported quarterly	100% Satisfied				
	Customers needs are satisfied.	Reported quarterly	98% Satisfied				
	Public are dealt with in a courteous and efficient manner.	Reported quarterly	100%				
3.5.11.2.5	Collection of straying stock.			$36,772	-	$36,772	$5,329
	Straying stock complaints are attended to and contract/legislative requirements are followed.	Reported quarterly	100% Attendance				
3.5.11.2.6	Data Entry of Registration Details.			($4,891)	$3,979	($911)	$420
	Registration and change owner data entered on Central Register of Companion Animals within 14 days of receipt of details.	Reported quarterly	100% within 14 days				

Strategic Task	Performance Indicator	Timframe/Target	Quarterly Progress	Original Net Budget $	Variations $	Amended Net Budget $	Sept Qtr Actual Net $

External Services

Strategic Objective Planning

Service Task

Road Safety

1.5.9.2.6	Ensure that the priorities set for local and regional road safety issues are based on the review of current data and incorporate all contributing factors.			$1,845	($47)	$1,798	-
	Projects reflect the incorporation of data that is outlined in the Council / RTA Road Safety Action Plan and funding submissions.	March 2006	25% Completed				
1.5.9.2.7	Develop and undertake local and regional projects in consultation with appropriate partners.			$47,962	($1,211)	$46,751	-
	Number of internal and external meetings attended and level of involvement.	Report quarterly	100% Completed				
	Number of and effectiveness of projects implemented.	Report quarterly	100% Completed				
1.5.9.2.8	Attract funding for regional and local road safety programs.			$1,845	($47)	$1,798	-
	The amount of extra funding attracted to the Hawkesbury for road safety.	Report quarterly	100% Completed				

Town Planning

1.5.8.2.1	Resource and support information linkages between Council, government agencies and community sector committees to influence decisions on the provision and funding of community services and facilities within the City.			-	-	-	-
	Provision of staff resources and in-kind assistance to achieve required work outputs.	As required by community sector planning processes	100% Completed				

Strategic Task	Performance Indicator	Timframe/Target	Quarterly Progress	Original Net Budget $	Variations $	Amended Net Budget $	Sept Qtr Actual Net $
1.5.8.2.2	Assess and determine development applications to ensure that residential and commercial developments within the City are consistent with the objectives of Council's local environment and development control plans.			$113,262	$43,495	$156,757	$58,513
	Percentage of development applications determined within the prescribed period.	Report quarterly	99% Completed				
1.5.8.2.3	Provide a competitive service for construction approvals, inspections, certificates and licences.			($46,410)	$33,265	($13,145)	($3,298)
	Compliance with the Building Code of Australia.	Report quarterly	100% Completed				
	Fees are set at market level.	Report quarterly	50% Completed				
	Level of customer satisfaction.	Report quarterly	100% Completed				
	Turnaround time for application processing, certificates & licences.	Report quarterly	98% Completed				
1.5.8.2.4	Defend appeals in the Land & Environment Court.			$180,984	$34,000	$214,984	$91,511
	% of appeals resolved through mediation or by consent.	Report quarterly	100% Completed				
	Appeal defence conducted in accordance with Court Rules.	Report quarterly	100% Completed				
1.5.8.2.5	Provide an information service on planning, heritage and development matters.			$160,609	($14,633)	$145,976	$23,353
	Timely response to customer enquiries.	Report quarterly	100% Completed				

Strategic Task

Town Planning

Strategic Task	Performance Indicator	Timframe/Target	Quarterly Progress	Original Net Budget $	Variations $	Amended Net Budget $	Sept Qtr Actual Net $
1.5.8.1.1	Development of a Customer Service Strategy.			$1,426	$58	$1,484	$355
	Customer service strategy adopted and operational.	October 2005	80% Completed				

Strategic Task	Performance Indicator	Timframe/Target	Quarterly Progress	Original Net Budget $	Variations $	Amended Net Budget $	Sept Qtr Actual Net $

Infrastructure Services

Strategic Objective: Community/Lifestyle

Service Task

Emergency Services

Strategic Task	Performance Indicator	Timframe/Target	Quarterly Progress	Original Net Budget $	Variations $	Amended Net Budget $	Sept Qtr Actual Net $
2.4.13.2.1 Ensure the availability of highly trained and appropriately equipped volunteer personnel to provide protection to life and property when threatened by floods, storms and other emergencies throughout the City area.				$20,301	$145	$20,446	$4,474
	Maintain effective response to all emergencies as they arise.	Report quarterly	On Target				
2.4.13.2.2 Maintain the accredited primary rescue service for Hawkesbury City covering motor vehicle and other incident type rescue.				$20,344	$145	$20,489	$4,079
	Maintain accreditation to cover motor vehicle and other incident type rescue	Report quarterly	On Target				
2.4.13.2.3 The co-ordination of up to 50 volunteer flood wardens, ensuring that adequate up-to-date and properly serviced equipment is available, carrying out effective programs.				$17,657	$2,831	$20,489	$4,079
	Conduct specialist courses as required on an ongoing basis.	Report quarterly	On Target				
	Equipment is available, adequate and up to date.	Report quarterly	On Target				
	Successful co-ordination.□□	Report quarterly	On Target				
2.4.13.2.4 Provide protection to life and property when threatened by fire.				$330,170	($2,877)	$327,294	$68,413
	A continued maintenance and level of service meeting environmental factors	Report quarterly	On Target				

Strategic Task	Performance Indicator	Timframe/Target	Quarterly Progress	Original Net Budget $	Variations $	Amended Net Budget $	Sept Qtr Actual Net $
2.4.13.2.5	Design and implement effective hazard reduction programs.			$332,858	($5,564)	$327,294	$68,413
	Review of Environmental Factors undertaken and hazard reduction programs are carried out.	Report quarterly	On Target				
	Specified areas of risks identified.□	Report quarterly	On Target				
2.4.13.2.6	Ensure the viability of highly trained and appropriately equipped volunteer personnel.			$330,171	($2,878)	$327,294	$68,413
	Conduct crew leader, advanced fire fighter, basic training and specialist courses at appropriate levels.	Report quarterly	On Target				
2.4.13.2.7	Ensure that adequate, up-to-date and properly serviced equipment is available.			$330,171	($2,878)	$327,294	$68,413
	To maintain equipment acceptable to NSW Fire Department standards.	Report quarterly	On Target				

Strategic Task	Performance Indicator	Timframe/Target	Quarterly Progress	Original Net Budget $	Variations $	Amended Net Budget $	Sept Qtr Actual Net $

Infrastructure Services

Strategic Objective: Environment

Service Task

Bushland

Strategic Task	Performance Indicator	Timframe/Target	Quarterly Progress	Original Net Budget $	Variations $	Amended Net Budget $	Sept Qtr Actual Net $
5.4.20.2.2	Manage all Council controlled Bushland.			$106,911	-	$106,911	$27,055
	Source and apply for relevant funding.	Report quarterly	100% Completed				
	Represent Council on multi - agency environmental management committees.	Report quarterly	100% Completed				
	90% of all bush regeneration contracts issued.	October 2006	43% of contracts issued,				
5.4.20.2.3	Co-ordinate volunteer involvement in bushland and open space areas.			$70,216	-	$70,216	$10,986
	Material resources and technical support provided to community groups.	Report quarterly	100% Completed				
	Increase the number of community groups/members involved in the Bushcare program.	Report quarterly	80% Completed				
5.4.20.2.4	Raise general community awareness on environment issues.			$4,082	-	$4,082	$614
	Newsletters, displays, training programs and information brochures developed.	Report quarterly	100% Completed				

Strategic Task	Performance Indicator	Timframe/Target	Quarterly Progress	Original Net Budget $	Variations $	Amended Net Budget $	Sept Qtr Actual Net $
5.4.20.2.5	Facilitate the use of the community nursery by the general community to grow native vegetation for environmental projects.			$21,670	-	$21,670	$3,919
	10% of plants for projects grown at Number of volunteers accessing the nursery.	Report quarterly	80% Completed				
5.4.20.2.6	Manage all Council controlled Park Land/general community use areas.			$2,409,343	$42,311	$2,451,654	$644,064
	Generic Plans of management adopted by Council.	June 2006	On Target				
	The works program is planned and implemented according to timeline and budget.	Report quarterly	80% Completed				
	Sewerage						
5.4.14.2.1	To monitor Trade Waste.			($136,325)	-	($136,325)	($39,224)
	Quality of industrial waste discharged to STPs and maintenance of Trade waste register.	Report quarterly	100% Completed				
	Stormwater						
5.4.21.2.10	Audit and remediate stormwater discharge locations into bushlands with community stakeholders.			$125,197	$30,000	$155,197	$31,589
	Remediation works in place based on outcomes from Audit. Minimum one location remediated.	June 2006	On Target				
5.4.21.2.12	To ensure efficient collection of Environmental Levy			($961,383)	-	($961,383)	($975,488)
	Ensure 95% collection of Environmental Levy	Report quarterly	On Target				

Strategic Task	Performance Indicator	Timframe/Target	Quarterly Progress	Original Net Budget $	Variations $	Amended Net Budget $	Sept Qtr Actual Net $
5.4.21.2.7	Installation of gross Pollutant Traps, 2 per year.			$90,260	-	$90,260	$14,602
	End of line treatment working at optimum level following storm event.	June 2006	On Target				
	Installation complete. Regular inspection undertaken with resultant debris captured.	June 2006	On Target				
5.4.21.2.8	Monitoring framework. Testing and Investigation of Water quality.			$115,057	$30,000	$145,057	$29,072
	Framework Complete.	December 2005	On Target				
	Outlets tested with results reported monthly on councils Web page.	March 2006	On Target				
5.4.21.2.9	Community Behavioural change through education in relation to stormwater pollution and environmental harm.			$295,532	$75,000	$370,532	$74,635
	Programs implemented in MacDonald Valley, Redbank Creek & Bligh Park.	December 2005	100% Completed				
	Community education programs in place.	December 2005	100% Completed				

Sullage

Strategic Task	Performance Indicator	Timframe/Target	Quarterly Progress	Original Net Budget $	Variations $	Amended Net Budget $	Sept Qtr Actual Net $
5.4.34.2.13	Provide sullage collection and disposal services in accordance to contract meeting EPA requirements			$2,340,912	-	$2,340,912	$593,767
	Level of customer satisfaction.	Report quarterly	100% Completed				
	Service is delivered in accordance with contract conditions.	Report quarterly	100% Completed				
	Sullages is collected and disposed of to meet licence requirements.	Report quarterly	100% Completed				
5.4.34.2.14	Rehabilitation of Blaxland Ridge Ponds			$20,004	-	$20,004	$992
	Ensure rehabilitation works 100% Completed	June 2006	On Target				
5.4.34.2.15	To ensure efficient collection of Sullage Charges			($2,562,805)	-	($2,562,805)	($2,379,179)
	Ensure 95% collection of Sullage Charges	Report quarterly	On Target				

Strategic Task

Bushland

5.4.20.1.1	Natural environment business unit established.			$4,909	-	$4,909	$1,008
	Business Unit funded and operational.	September 2005	On Hold				

Stormwater

Strategic Task	Performance Indicator	Timframe/Target	Quarterly Progress	Original Net Budget $	Variations $	Amended Net Budget $	Sept Qtr Actual Net $
5.4.21.1.2	Review of Environmental/Stormwater Levy. Decisions for future decided.			$10,141	-	$10,141	$2,517
	Report to the State Minister lodged.	May 2006	On Target				

Infrastructure Services

Strategic Objective: Infrastructure

Service Task

Asset Management

Strategic Task	Performance Indicator	Timframe/Target	Quarterly Progress	Original Net Budget $	Variations $	Amended Net Budget $	Sept Qtr Actual Net $
3.4.18.2.13	Implement Annual Works Program.			$24,010	($13,344)	$10,665	$2,659
	Projects commenced following receipt of design details.	Report quarterly	100% Completed				
	Projects are completed within the allocated time and within budget.	Report quarterly	85% Completed				
3.4.18.2.14	Prepare and submit funding applications to the RTA, State & Federal Government.			$7,674	($2,918)	$4,757	$2,198
	Suitable projects submitted.	Report quarterly	100% Completed				
3.4.18.2.15	Maintain Councils Assets.			$32,890	($12,504)	$20,386	$9,418
	Maintain Councils Assets in an efficient manner and to the full extent of available funding.	Report quarterly	100% Completed				
3.4.18.2.16	Provide reliable Ferry service.			$258,926	($71,081)	$187,845	$90,994
	Maintenance carried out as per schedule to ensure optimal use of operation.	Interruptions reported	100% Completed				
	Ferry service provided in accordance with specification and contract.	Interruptions reported	100% Completed				

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Strategic Task	Performance Indicator	Timframe/Target	Quarterly Progress	Original Net Budget $	Variations $	Amended Net Budget $	Sept Qtr Actual Net $
3.4.18.2.17	Provide reliable and efficient mechanical services.			$242,605	-	$242,605	$71,234
	RTA Inspections carried out in accordance with governing rules and regulations.	Annual reports	100% Completed				
	Vehicles and Plant serviced on time and in accordance with warranty instructions.	Annual reports	100% Completed				
3.4.18.2.18	To undertake roadworks construction.			$164,894	($44,097)	$120,797	$28,717
	Completed works are in accordance with design details.	Report quarterly	100% Completed				
	Works are completed following receipt of design details, on time & within budget.	Report quarterly	100% Completed				
3.4.18.2.19	To undertake roadwork maintenance and establish priorities and time frames.			$3,227,913	($7,575)	$3,220,338	$564,051
	Timeframe & priorities are established & works are completed within a reasonable timeframe.	Reported annually	90% Completed				
	Dangerous situations where known are acted upon immediately.	Reported annually	85% Completed				
	Roads are maintained in accordance with sound Engineering Principles.	Reported annually	85% Completed				
3.4.18.2.20	To undertake construction, maintenance and repair to designated Council car parks.			$184,624	($19,692)	$164,932	$60,365
	Car Parks are maintained to meet requirements i.e. Parking signs, lines and surface in accordance with acceptable standards and design specifications.	Report quarterly	100% Completed				
	New works are completed on time and within budget.	Report quarterly	100% Completed				

Strategic Task	Performance Indicator	Timframe/Target	Quarterly Progress	Original Net Budget $	Variations $	Amended Net Budget $	Sept Qtr Actual Net $
3.4.18.2.21	To undertake construction, maintenance and repair of the Kerb & Gutter and foot path network.			$369,605	($9,547)	$360,057	$104,265
	Construction is completed in accordance with the works program schedule.	As per Works Program	80% Completed				
	Maintenance is performed promptly following receipt of advice.	As required	80% Completed				
3.4.18.2.22	To undertake drainage construction, repair and maintenance in accordance with the works program.			$210,521	$5,327	$215,848	$40,060
	Construction is completed in accordance with the works program schedule.	Drainage construction & Maintenance completed on time	80% Completed				
	New work completed in accordance with design specification, on time and within budget.	Drainage construction & Maintenance completed on time	100% Completed				
	Maintenance is performed promptly upon receipt of advice.	Drainage construction & Maintenance completed on time	100% Completed				
3.4.18.2.23	To undertake maintenance and construction of bridges as per Works Program.			$445,766	$4,029	$449,795	$118,971
	Structure completed in accordance with design details on time & within budget.	Bridge maintenance works scheduled on a priority basis	100% Completed				
3.4.18.2.24	To provide street cleaning service to designated streets, townships and CBD to ensure Streets are kept tidy.			$175,636	$168	$175,803	$41,245
	Cleaning is carried out within program timeframe.	Street cleaning is carried out in accordance with the maintenance	100% Completed				
	Streets are kept clean & tidy.	Street and gutters are kept clean	100% Completed				

Strategic Task	Performance Indicator	Timframe/Target	Quarterly Progress	Original Net Budget $	Variations $	Amended Net Budget $	Sept Qtr Actual Net $
3.4.18.2.25	To provide Street Litter Bins to CBD and designated areas. To ensure bins are emptied and any damaged bins are replaced.			$78,954	$251	$79,205	$17,258
	Litter Bin services provided within designated service areas & program time frames.	Street bins are emptied on regular basis	100% Completed				
	Litter Bin services provided within designated service areas & program time frames.	Maintenance works are scheduled when necessary	100% Completed				
3.4.18.2.36	To provide street lighting to road and ancillary network			$355,223	-	$355,223	$81,526
	Ensure adequate street lighting facilities.	As per Works Program and as required	On Target				
	Building Maintenance						
3.4.19.2.26	To undertake maintenance of council chambers and Administration Building and per Works Program and as required as per defined priorities.			$291,221	$1	$291,222	$82,707
	Maintenance is completed in accordance with the works program schedule.	As per Works Program and as required	On Target				
	Buildings are maintained to meet requirements and in accordance with design specifications.	As per Works Program and as required	On Target				
	All work completed on time and within budget as per Works Program.	As per Works Program and as required	On Target				

Strategic Task	Performance Indicator	Timframe/Target	Quarterly Progress	Original Net Budget $	Variations $	Amended Net Budget $	Sept Qtr Actual Net $
3.4.19.2.27	To provide Building and Maintenance services as outlined in the Works Program and determine priorities for requested works.			$720,048	($67,580)	$652,467	$148,492
	Buildings are maintained to meet requirements and in accord with design specifications.	As per Works Program and as required	On Target				
	Construction is completed in accordance with the works program schedule.	As per Works Program and as required	On Target				
	Dangerous situations are acted upon immediately.	As per Works Program and as required	On Target				
	New work completed on time and within budget as per Works Program.	As per Works Program and as required	On Target				
	Requests acted on within 48 hours.	As per Works Program and as required	On Target				
3.4.19.2.28	To ensure Communications Systems are available and meet the needs of the organisation.			$44,435	-	$44,435	$10,090
	Successfully meeting user and customer needs and the organisation is receiving cost effective communication services.	As required	On Target				
	Communications systems available 98% of office hours.	As required	On Target				
	Minimum down time of system.	As required	On Target				

Strategic Task	Performance Indicator	Timframe/Target	Quarterly Progress	Original Net Budget $	Variations $	Amended Net Budget $	Sept Qtr Actual Net $
3.4.19.2.29	To undertake Building Construction as outlined in the Works Program and as required.			$729,249	($4,970)	$724,280	$16,103
	Maintenance is performed promptly after receiving advice and in line with determined priorities.	As per Works Program	On Target				
	Construction is completed in accordance with the works program schedule.	As per Works Program	On Target				
	New work completed in accordance with design and specification, on time and within budget.	As per Works Program	On Target				
	Design & Mapping						
3.4.17.2.10	Provide Engineering Designs for Councils Operations program and other projects.			$335,751	-	$335,751	$35,234
	Meet 95% service level.	Report quarterly	100% Completed				
	Designs suitably implemented.	Report quarterly	100% Completed				
3.4.17.2.11	Provide Engineering Survey for Councils Operations program and other projects.			$63,150	-	$63,150	$17,845
	Survey output to service design level.	Report quarterly	100% Completed				
	Meet 95% service level.	Report quarterly	100% Completed				
	Field Surveys completed to accuracy of regulation standards.	Report quarterly	100% Completed				

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Strategic Task	Performance Indicator	Timframe/Target	Quarterly Progress	Original Net Budget $	Variations $	Amended Net Budget $	Sept Qtr Actual Net $
3.4.17.2.12	Mapping System provided for all users and various needs.			$175,157	-	$175,157	$41,874
	Data input and maintenance of mapping system.	Report quarterly	100% Completed				
	Linens, LEP amendments, asset data entered into system.	Report quarterly	100% Completed				
	User demands satisfied.	Report quarterly	100% Completed				
	Parks						
3.4.16.2.30	Provide efficient allocation of financial assets for the Hawkesbury Oasis, Indoor Stadium and McMahon Park			$120,872	-	$120,872	$54,746
	Annual Financial Assistance payments made by due Date	Report quarterly	100% Completed				
3.4.16.2.31	Manage all cemeteries under Council's care and control.			($85,136)	-	($85,136)	($34,319)
	100% management of cemeteries	Report quarterly	100% Completed				
3.4.16.2.32	Support 377 committees managing cemeteries on behalf of Council			($262)	-	($262)	($923)
	100% support	Report quarterly	100% Completed				
3.4.16.2.33	Responding to correspondence and writing reports.			$68,727	-	$68,727	$13,237
	Respond to correspondence and reports promptly	Ongoing	100% Completed				

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Strategic Task	Performance Indicator	Timframe/Target	Quarterly Progress	Original Net Budget $	Variations $	Amended Net Budget $	Sept Qtr Actual Net $
3.4.16.2.34	Contribution to the Western Sydney Academy of Sport (as per Council resolution)			$83,636	-	$83,636	$18,518
	Ensure payment of contribution	Report quarterly	100% Completed				
3.4.16.2.7	Provide efficient allocation of financial and physical assets for the Hawkesbury Sports Council.			$138,067	$728	$138,795	$59,617
	Funds managed within budget, assets maintained and improved as per scheduled program & funding constraints.	Report quarterly	80% Completed				
3.4.16.2.8	Provide quality active recreation grounds to meet a desired level of service for the sporting community in terms of facilities, safety, required standards and legal requirements.			$412,784	$364	$413,148	$176,700
	Grounds and facilities available to meet scheduled usage in line with acceptable safety standards.	Report quarterly	100% Completed				
3.4.16.2.9	Investigate and implement plans to ensure the provision of active recreation areas to meet the needs of current and future residents.			$9,818	-	$9,818	$2,015
	Recommendations adopted by Council and appropriate funding allocated.	Report quarterly	100% Completed				
	Recreation & Pool						
3.4.15.2.35	Organise quarterly recreation program			$34,873	$155	$35,028	$5,793
	Program completed quarterly	Report quarterly	100% Completed				

Strategic Task	Performance Indicator	Timframe/Target	Quarterly Progress	Original Net Budget $	Variations $	Amended Net Budget $	Sept Qtr Actual Net $
3.4.15.2.5	Manage Councils recreation facilities.			$94,163	$1,833	$95,996	$15,994
	To identify community needs by undertaking regular surveys.	Report quarterly	100% Completed				
	Source and apply for relevant funding.	Report quarterly	100% Completed				
	Recreation infrastructure to be inspected quarterly.	Report quarterly	100% Completed				
	Recreation program developed quarterly.	Report quarterly	100% Completed				
3.4.15.2.6	Supervise and manage the operation of Councils Richmond Swimming Centre			$109,449	$4,488	$113,937	$29,144
	All legal/statutory requirements are met in relation to the operation of public swimming facilities.	Report quarterly	100% Completed				
	Sewerage						
3.4.14.2.1	Maintenance and Operation of Sewer Treatment Plants (STPs).			$1,164,244	-	$1,164,244	$313,489
	Meet EPA Licence Requirements.	Report quarterly	90% Completed				
	Respond to alarm notification within one hour. Meet EPA Licence Requirements.	Report quarterly	100% Completed				

Strategic Task	Performance Indicator	Timframe/Target	Quarterly Progress	Original Net Budget $	Variations $	Amended Net Budget $	Sept Qtr Actual Net $
3.4.14.2.2	Maintenance and Operation of Sewer Pump Stations.			$487,991	-	$487,991	$114,392
	Major pump stations - Respond to alarm notification within one hour.	Report quarterly	100% Completed				
	Minor pump stations - Respond to alarm notification within four hours.	Report quarterly	100% Completed				
3.4.14.2.3	Maintenance and Construction of Sewers.			$625,787	-	$625,787	$168,070
	Number of Service blockages.	Report quarterly	100% Completed				
	Respond to reported service blockage within one hour.	Report quarterly	100% Completed				
3.4.14.2.4	McGraths Hill Wetland and Effluent Reuse Scheme.			$70,070	-	$70,070	$42,670
	Meet EPA Licence Requirements.	Report quarterly	100% Completed				
	Respond to alarm notification within one hour.	Report quarterly	100% Completed				
3.4.14.2.5	To ensure efficient collection of sewerage rates.			($3,003,261)	-	($3,003,261)	($3,009,423)
	Ensure 95% collection of Sewerage Rates	Report quarterly	On Target				

Strategic Task

Sewerage

Strategic Task	Performance Indicator	Timframe/Target	Quarterly Progress	Original Net Budget $	Variations $	Amended Net Budget $	Sept Qtr Actual Net $
3.4.14.1.1	Develop and implement strategies to facilitate earliest provision of sewered services to unsewered areas (Particularly 3 Towns and Agnes Banks).			-	-	-	-
	Strategies adopted by Council.	July 2005	Ongoing				

Strategic Task	Performance Indicator	Timframe/Target	Quarterly Progress	Original Net Budget $	Variations $	Amended Net Budget $	Sept Qtr Actual Net $

Infrastructure Services

Strategic Objective Planning

Service Task

Construction & Maintenance

Strategic Task	Performance Indicator	Timframe/Target	Quarterly Progress	Original Net Budget $	Variations $	Amended Net Budget $	Sept Qtr Actual Net $
1.4.12.2.1 Prepare annual works program relevant to Councils Strategic direction.				$196,767	($7,494)	$189,273	$48,810
	Identify and list suitable projects.	Report with 2006 Budget	100% Completed				
1.4.12.2.2 To maintain and update an effective pavement management system.				$33,136	($8,383)	$24,753	$8,601
	Value of reports generated.	Budget Preparation	100% Completed				
	All data is up to date and accurate.	Annual Grants Commission Report	100% Completed				
1.4.12.2.3 Develop and implement plant replacement program.				$679,906	$43,000	$722,906	$144,841
	Plant replaced in accordance with adopted Plant replacement program.	Report with 2006 Budget	100% Completed				
1.4.12.2.4 To prepare and monitor Annual Works Program Council Chambers administration Building and Works Depot.				$17,543	-	$17,543	$3,800
	Works program completed prior to Draft Management Plan and Draft Estimates preparation in March 2006.	Report with 2006 Budget	on target				

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Strategic Task	Performance Indicator	Timframe/Target	Quarterly Progress	Original Net Budget $	Variations $	Amended Net Budget $	Sept Qtr Actual Net $
1.4.12.2.5	To prepare and monitor Annual Works Program for Building Maintenance.			$17,543	-	$17,543	$3,800
	Works program completed prior to Draft Management Plan and Draft Estimates preparation in March 2006.	Report with 2006 Budget	on target				

Strategic Task	Performance Indicator	Timframe/Target	Quarterly Progress	Original Net Budget $	Variations $	Amended Net Budget $	Sept Qtr Actual Net $

Support Services

Strategic Objective: Community/Lifestyle

Service Task

Corporate Services

Strategic Task	Performance Indicator	Timframe/Target	Quarterly Progress	Original Net Budget $	Variations $	Amended Net Budget $	Sept Qtr Actual Net $
2.3.28.2.2	Development and ongoing review of policies impacting on the administration of the Council i.e. Code of Conduct, Code of Meeting Practice, Provision of Facilities for Councillors, etc.			$83,483	-	$83,483	$38,961
	Policies are implemented and reviewed in line with legislative requirements.	Quarterly report with annual review	100% Completed				
2.3.28.2.3	To provide assistance to the Public with regards to accessing Council Records and Information by way of either section 12 of the Local Government Act or the Freedom of Information Act.			$107,496	-	$107,496	$22,929
	Timely assistance provided and required records located and provided for access. Level of customer satisfaction with obtaining access to information.	Requests for information responded to within 48 hours.	90% Completed				

Printng Services

Strategic Task	Performance Indicator	Timframe/Target	Quarterly Progress	Original Net Budget $	Variations $	Amended Net Budget $	Sept Qtr Actual Net $
2.3.29.2.4	To provide Printing and sign writing services to meet organisational and community groups requirements and external orders.			$89,826	-	$89,826	$13,876
	Designs completed within agreed time frames.	As per quoted and determined requirements	100% Completed				
	Business papers printed to meet required timeframe.	As per quoted and determined requirements	100% Completed				
	Works are completed within determined timeframe and within quoted costs. 80% of requests completed within 24 hours.	As per quoted and determined requirements	100% Completed				

Strategic Task	Performance Indicator	Timframe/Target	Quarterly Progress	Original Net Budget $	Variations $	Amended Net Budget $	Sept Qtr Actual Net $
2.3.29.2.5	To provide accurate, cost effective quotations and timeframes.			$144,826	-	$144,826	$24,299
	Private works printed to quotation. Emergency signage prepared for road closures, diversions etc. within required timeframe.	As per quoted and determined requirements	100% Completed				
	Word Processing						
2.3.22.2.1	Coordination of the compilation of business papers for Council and Committee meetings and recording the minutes of those meetings and subsequent distribution of information after the meeting.			$57,188	($5,866)	$51,321	$12,012
	Accurate and timely compilation of business papers and the accurate recording and production of minutes within required timeframes.	Compilation to be complete no later than 12:00pm Thursday	100% Completed				
Strategic Task							
	Corporate Services						
2.3.28.1.1	Review and rationalisation of committee structure.			$31,572	-	$31,572	$5,703
	Council to adopt new committee structure.	September 2005	100% Completed				

Strategic Task	Performance Indicator	Timframe/Target	Quarterly Progress	Original Net Budget $	Variations $	Amended Net Budget $	Sept Qtr Actual Net $

Support Services

Strategic Objective: Planning

Service Task

Accounting Services

Strategic Task	Performance Indicator	Timframe/Target	Quarterly Progress	Original Net Budget $	Variations $	Amended Net Budget $	Sept Qtr Actual Net $
1.3.24.2.10 To reconcile and balance payroll subsidiary ledgers and reports. Includes production of Group Certificates at end of year.				$45,984	-	$45,984	($31,279)
	Payroll and subsidiary ledgers balanced and reported within timeframes. □	Monthly - by 7th of each month. Group Certificates by 15 July	100% Completed				
1.3.24.2.11 Timely and accurate processing of accounts receivable function.				$55,980	-	$55,980	$40,764
	Accurate processing within required timeframes. Invoices raised within 7 days of request. Statements produced by 7th of each month. Private works	Weekly processing and monthly reconciliations	100% Completed				
1.3.24.2.12 Follow up of overdue debts to Council. Includes debtors aging and □continual follow-up of overdue amounts.□				$67,990	-	$67,990	$9,177
	Minimise amount of overdues. Debtors contacted within two weeks of default on arrangements.□	Weekly and Monthly aging	100% Completed				
1.3.24.2.13 To maintain Council's long term debtors register□				$27,990	-	$27,990	$6,268
	Accurate and timely issue of reminders, follow up of overdues and creation of new debts within one week of notification□	Ongoing - includes monthly review	100% Completed				
1.3.24.2.14 To undertake timely and accurate update of Assets system				$62,357	-	$62,357	$15,178
	Accurate updating of information within timeframes. Reconciliations completed and reported. All assets recorded and maintained correctly in	Weekly processing and monthly reconciliations	100% Completed				

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Strategic Task	Performance Indicator	Timframe/Target	Quarterly Progress	Original Net Budget $	Variations $	Amended Net Budget $	Sept Qtr Actual Net $
1.3.24.2.15	Ensure the correct treatment of Goods and Services Tax (GST), in respect to invoices raised, receipts issued and creditors payments.			$27,990	-	$27,990	$6,268
	Correct treatment and recording of Goods and Services Tax details for inclusion in Council's monthly Business Activity Statement. Initial details are	Ongoing	100% Completed				
1.3.24.2.43	Ensure accurate collection and payment of Financial Assistance Grant			($2,858,200)	($98,213)	($2,956,413)	($749,103)
	100% FAG received	100% Received	25% Received				
1.3.24.2.6	To maintain adequate, accurate and timely financial records and controls for Council ensuring all management and statutory requirements are met.			$55,980	-	$55,980	$12,537
	95% of required processes are completed within agreed timeframes.	Weekly processing and monthly reconciliations	100% Completed				
1.3.24.2.7	Prompt and accurate payment of Council's creditors.			$167,940	-	$167,940	$37,611
	Payment of 80% of invoices within 30 days. Reduction in negative response by customers.	Weekly processing and monthly reconciliations	100% Completed				
1.3.24.2.8	To prepare and maintain contract and lease registers.			$27,990	-	$27,990	$6,268
	Contracts added to lease and contract registers within one week of notification. Complete and accurate details are maintained.	Weekly processing and monthly reconciliations	100% Completed				
1.3.24.2.9	Timely and accurate processing of payroll.			$111,960	-	$111,960	$25,074
	The timely completion of weekly payroll within required timeframe and 99% accuracy of transactions and calculations.	Weekly	100% Completed				

Financial Planning

Strategic Task	Performance Indicator	Timframe/Target	Quarterly Progress	Original Net Budget $	Variations $	Amended Net Budget $	Sept Qtr Actual Net $
1.3.25.2.16	Preparation of quarterly reviews of management targets and financial information.			$29,215	-	$29,215	$7,137
	Review of financial and management information within eight weeks of end of quarter. Information provided is relevant, accurate and timely.	August 2005, November 2005, February 2006, May 2006	100% Completed				
1.3.25.2.17	Provision of a Section 94 Accounting system.			$4,157	-	$4,157	$1,012
	Timely and accurate information for inclusion with Section 94 Plan review in accordance with EPA Act.	Quarterly review of charges and review of plan annually	75% Completed				
1.3.25.2.18	Maintenance of performance indicators for industry comparison.			$4,157	-	$4,157	$1,012
	Report on performance indicators for Hawkesbury City Council are presented clearly and accurately and within timeframe.	Report prepared within six weeks of NSW comparatives being	On Target				
1.3.25.2.19	Completion of Certificates for Grant funded projects.			$29,215	-	$29,215	$7,137
	Certificates are completed in a timely manner and are correct.	Completed within required timeframe	100% Completed				
1.3.25.2.20	Preparation of accounts for interim and end of year audit.			$29,215	-	$29,215	$7,137
	Timely and accurate preparation of accounts, reports and schedules meeting all statutory and accounting standards.	Interim audit by 31 March 2006 and end of year audit by 30	100% Completed				
1.3.25.2.21	Ensure Council's Goods and Services Tax (GST) compliance and preparation of Monthly Business Activity Statement (BAS) for Council and external bodies.			$16,667	-	$16,667	$4,065
	BAS's are completed in a timely and accurate manner and are received by the ATO within the specified timeframe.	To be completed and received by ATO by 21st of each month	100% Completed				

Strategic Task	Performance Indicator	Timframe/Target	Quarterly Progress	Original Net Budget $	Variations $	Amended Net Budget $	Sept Qtr Actual Net $
1.3.25.2.22	Provide a financial service to Council's Section 355 Committees and prepare Financial Reports for the Committee meetings and end of year consolidation.			$12,471	-	$12,471	$3,036
	Timely and accurate information with a turnaround of 14 days from receiving the information from the committees.	December 2005, June 2006 and as requested	100% Completed				
1.3.25.2.23	Preparation of General Purpose and Special Purpose Financial Reports, and Special Schedules.			$41,571	-	$41,571	$10,119
	Reports and Schedules are completed accurately and on time and meet all statutory and accounting deadlines and standards.	November 2005	100% Completed				
	Investment/Debt Servicing						
1.3.31.2.24	Maximise return on Council's investment portfolio.			($1,065,090)	-	($1,065,090)	($261,889)
	Rate of return on investments compared with industry standards	Investment position is reviewed daily and register is reconciled	100% Completed				
1.3.31.2.25	Investigate new or improved investment opportunities including regular liaison with financial institutions and independent investment advisors.			($113,899)	-	($113,899)	($28,216)
	Rate of return on investments compared with industry standards.	Ongoing	100% Completed				
1.3.31.2.26	Management of loan portfolio.			$3,061	-	$3,061	$1,104
	Loans are managed in accordance with Council's adopted policy.	Loans register updated quarterly	100% Completed				
1.3.31.2.27	Timely and accurate management of cash inflows and outflows.			$36,526	-	$36,526	$8,003
	Daily reconciliation of cashbook ensuring adequate level of funds exist to meet levels of expenditure whilst preventing an overdraft situation.	Ongoing	100% Completed				

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Strategic Task	Performance Indicator	Timframe/Target	Quarterly Progress	Original Net Budget $	Variations $	Amended Net Budget $	Sept Qtr Actual Net $
1.3.31.2.28	Timely and accurate completion of bank reconciliation procedure and maintenance of effective banking operations.			$45,048	-	$45,048	$8,996
	Timely and accurate completion of bank reconciliation within 14 days of month end and tenders for banking services called during year.	Monthly reconciliations and tender for banking services	100% Completed				
	Property Development						
1.3.23.2.2	Implementation of opportunities identified within the property development strategy and subsequent resolutions of Council regarding property sales.			$64,411	-	$64,411	$16,693
	90% of strategies are implemented and projected returns are achieved.	Quarterly report and ongoing	100% Completed				
1.3.23.2.3	Ensuring minimal vacancies for Council's commercial properties.			($1,046,476)	$159,401	($887,075)	($172,876)
	90% or higher tenancy rates achieved. Low vacancy rates achieved.	Quarterly report and ongoing	100% Completed				
1.3.23.2.4	Monitoring payments of property rentals and ongoing legal action taken □where appropriate.			$74,008	-	$74,008	$20,804
	Less than 10% overdue rentals.	Quarterly report and ongoing	100% Completed				
1.3.23.2.5	Processing of miscellaneous property matters including road closures/opening□easements, acquisitions etc.			$72,234	-	$72,234	$27,962
	All applications are processed within required time frames.	Quarterly report and ongoing	100% Completed				
	Purchasing & Stores						
1.3.27.2.36	Maintenance and upgrade stores and materials compound.			$53,637	($14,685)	$38,952	$10,853
	Project is completed within time frame to the satisfaction of users. Storage continues to meet OH&S requirements.	Quarterly report and reviewed annually.	75% Completed				

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Strategic Task	Performance Indicator	Timframe/Target	Quarterly Progress	Original Net Budget $	Variations $	Amended Net Budget $	Sept Qtr Actual Net $
1.3.27.2.37	To monitor industry developments with electronic ordering and purchasing systems including opportunities associated with the Internet.			$68,962	($18,881)	$50,081	$11,354
	Review is carried out on an annual basis to keep inline with industry standards & best practice for future electronic ordering and purchasing i.e. E-	Quarterly report and reviewed annually	75% Completed				
1.3.27.2.38	Meet operational targets in terms of processing orders, cost savings and maintaining inventory.			$15,325	($4,196)	$11,129	$2,523
	Meeting customer demands and organisational requirements. Achieving target of 90% of requisitions processed within 24 hours. Accurate	Achievement of indicators received quarterly	75% Completed				
1.3.27.2.39	On-going professional development of purchasing staff and training of relief staff in purchasing procedures.			$15,325	($4,196)	$11,129	$2,523
	Effectiveness of professional development program. Competence of relief staff after appropriate training.	Quarterly review	75% Completed				

Rating Services

Strategic Task	Performance Indicator	Timframe/Target	Quarterly Progress	Original Net Budget $	Variations $	Amended Net Budget $	Sept Qtr Actual Net $
1.3.26.2.29	To issue notices for Rates and Charges in accordance with the determined Rating structure.			$277,485	-	$277,485	$108,213
	98% accuracy achieved for notice information and balances. Evaluate the level and frequency of service complaints for information and discrepancies in	Rates issued prior to the end of July. Installment Reminder	100% Completed				
1.3.26.2.30	To provide accurate updating and maintenance for the computer based Rating and Property Information System.			$138,742	-	$138,742	$54,107
	98% accuracy level of information for levies, notices and customer information is maintained on computer systems. Information is up to date as	Update of standard information completed within one week of	100% Completed				
1.3.26.2.31	Debt recovery.			$138,742	-	$138,742	$54,107
	The level of unpaid amounts due to Council measured on a quarterly basis. A minimum recovery of 96% of outstanding rates is achieved annually.	Ongoing - Legal action taken after each overdue installment	100% Completed				

Strategic Task	Performance Indicator	Timframe/Target	Quarterly Progress	Original Net Budget $	Variations $	Amended Net Budget $	Sept Qtr Actual Net $
1.3.26.2.32	Preparation of Statutory Reports including Rating Returns, Annual Statements, Estimates and Reviews.			$34,686	-	$34,686	$13,527
	Accurate Statements and Reports are completed in line with policy and statutory requirements. Statements & Audit in accordance with timetable.	Rating Return submitted by Dept Local Government deadline	100% Completed				
1.3.26.2.33	Ensure accurate determination of rating categorisations for assessments.			$34,686	-	$34,686	$13,527
	Timely and accurate processing of rating category changes including annual assessment of farmland rating declarations. Information must be up to date	Information updated within one week of determination	100% Completed				
1.3.26.2.34	Identify and implement legislative changes to Council's rating system as they occur.			$34,686	-	$34,686	$13,527
	Timely and accurate assessment of impact to Council of any changes.	Ongoing	100% Completed				
1.3.26.2.35	Review of rate payment options available to ratepayers. Continued use of up to date methodologies.			$34,686	-	$34,686	$13,527
	Usage level by ratepayers for each option as a payment method to show an increase in the percentage of electronic payments.	Annual review of options by April prior to main rate levy	100% Completed				
1.3.26.2.44	Ensure prompt collection of Annual Rates & Charges			($19,573,594)	-	($19,573,594)	($19,168,907)
	95% rates and charges collected	95% Collection	On Target				

Risk Management

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Strategic Task	Performance Indicator	Timframe/Target	Quarterly Progress	Original Net Budget $	Variations $	Amended Net Budget $	Sept Qtr Actual Net $
1.1.2.2.10	Enterprise Wide Risk Management Program.			$25,556	-	$25,556	$12,011
	Compliance with Westppols Risk Management practices.	Quarterly reviews	On Target				
	Increased staff awareness of risk identification and minimisation processes.	Quarterly reviews	On Target				
	Reduction in number of claims processed annually.	Quarterly reviews	On Target				
	Implementation of Enterprise Wide Risk Management Program.	Quarterly reviews	On Target				
1.1.2.2.11	Adequate Insurance Coverage.			$480,813	-	$480,813	$340,109
	Annual risk audit undertaken by Westpool.	Annual review	On Target				
	Placement of insurance coverage by category by due dates.	Annual review	100% Completed				
1.1.2.2.3	Implement Enterprise wide Risk Assessment Program.			$12,778	-	$12,778	$5,988
	Significant risk exposures incorporated into Annual Audit Plan.	Annual Review	On Target				
	Risk assessment conducted annually.	Annual Review	On Target				

Strategic Task	Performance Indicator	Timframe/Target	Quarterly Progress	Original Net Budget $	Variations $	Amended Net Budget $	Sept Qtr Actual Net $
1.1.2.2.6	Compliance with OH&S legislation.			$132,964	-	$132,964	$48,733
	Continuous improvement of safe work systems.	Monthly reviews	Ongoing				
	Compliance with OH&S Act and regulations.	Monthly reviews	Ongoing				
	Conduct monthly OH&S Audits.	Monthly reviews	100% Completed				
1.1.2.2.7	Develop and conduct safety training programs.			$58,426	-	$58,426	$13,697
	Reduction in work related injuries.	Report progress monthly	Ongoing				
	Increased employee awareness of safety issues.	Report progress monthly	Ongoing				
1.1.2.2.8	Workers compensation claims.			$503,168	-	$503,168	$191,216
	Continued renewal of Self Insurance Licence.	Report progress monthly	100% Completed				
	Accurate and timely preparation of reports.	Report progress monthly	100% Completed				
	Acceptance of data submitted to Workcover.	Report progress monthly	100% Completed				
	Continuous monitoring of performance.	Report progress monthly	100% Completed				

Strategic Task	Performance Indicator	Timframe/Target	Quarterly Progress	Original Net Budget $	Variations $	Amended Net Budget $	Sept Qtr Actual Net $
1.1.2.2.9	Rehabilitation Program.			$48,329	-	$48,329	$11,253
	Accurate and timely preparation of reports.	Report progress monthly	100% Completed				
	Continuous monitoring of employee progress.	Report progress monthly	On Target				
	Provision of an effective rehabilitation program (Employee Injury Management & Return to Work Program).	Report progress monthly	100% Completed				
	Word Processing						
1.3.22.2.1	Provide word processing user and help desk support to increase skill levels.			$106,206	($10,895)	$95,311	$22,308
	Requests for support are responded to within one hour. Improved level of staff competence with word processing packages.	Achievement of indicators reviewed quarterly	100% Completed				
Strategic Task							
	Corporate Services						
1.3.28.1.2	Development of a Customer Service Strategy.			$31,378	($10,093)	$21,285	$4,484
	Customer service strategy adopted and operational.	October 2005	80% Completed				
	Financial Planning						
1.3.25.1.1	Comprehensive financial model for City of Hawkesbury based on 5-year plan, capable of sensitivity analysis.			$41,187	-	$41,187	$9,940
	Financial model established and adopted by Council.	August 2005	100% Completed				

Operational Plan September Quarterly Review 2005/06
Non Compliance Reports

General Manager

Strategic Task: **Implementation of the Communication Strategy in line with planned objective**
Strategic Task Number: **GM Community/Lifestyle No1**
Indicator: **Acceptance of Communications Strategy by Council.**
Time Frame: **July 2005** **Adjusted Time Frame:** **March 2006**

The Communications Strategy is being developed in conjunction with the Customer Service Strategy, as there are several overlaps. The two strategies will be presented to Council in early 2006.

Commercial Strategy

Strategic Task: **Service Task - Enhance ability to attract new businesses and industries**
Strategic Task Number: **3.1**
Indicator: **Business/Industrial Lands Register (including HCC and private lands) for investors established.**
Time Frame: **August 2005**
Adjusted Time Frame: **June 2006**

A basic inventory of business lands locations in the area has been prepared for marketing purposes to potential investors and general enquiries. The intention is that the register is a comprehensive tool that includes land use and business entity (development and needs) and available lands (serviced and market status). Resources have not permitted more time to be devoted to the tasks and to coordinate, collate, access, design, and test outcome.

Strategic Task: **Service Task - Provide leadership to Strategic Tasks**
Strategic Task Number: **7.2**
Indicator: **Connected Community Strategy' presented to Council**

Time Frame: November 2005
Adjusted Time Frame: **Seek advice from Corp. Communication & Community & Customer Services Unit?**

This indicator is linked to task/indicator 7.1 in the same Service Task, which states "Coordination of divisional input to a strategy document that addresses 'connected communities'/report annually. Refer to draft Communication Strategy (Corporate Communication) and draft Customer Services Strategy (Community and Customer Services Section). These reports have been prepared and are to be reported to Council by units.

Strategic Task: **Service Task - Facilitate development of modern infrastructure to support local business communities**
Strategic Task Number: **1**
Indicator: **Cooperative arrangements established with Rail Corp to address infrastructure development needs**
Time Frame: **September 2005**
Adjusted Time Frame: **March 2006**

Meetings were held with RailCorp during the operational period 2004/2005, regarding the re-development of key railway stations in the LGA and with the understanding that Rail Corp and Council were happy to work together on realising both planning and commercial/business land use objectives. RailCorp agreed to progress an MOU with Council on the matter, having tested such agreements in other council areas. Council Officers have followed up with RailCorp on the MOU on numerous occasions during the quarter. It appears RailCorp does not have the resource to progress the matter with Council at the moment and both the Metropolitan Strategy and the general issues associated with the operation of the railway system have re-priorities RailCorp's tasks and timeframes.

Strategic Task: **Service Task - Provide leadership to Strategic Tasks**
Strategic Task Number: **4.1**
Indicator: **Coordination of divisional input to a relationships strategy document to address the 'Renewal Gap'**
Time Frame: **Report Quarterly**
Adjusted Time Frame: **Nil**

While perhaps envisaged as a stand alone process, the project has largely been incorporated into recent financial planning exercise being the proposed 10 year Capital Works Plan and Infrastructure Levy.

Strategic Task: **Information Services**

Strategic Task Number: 6
Indicator: **60 To evaluate Electronic Records Correspondence outwards**
Time Frame: **February 2006**
Adjusted Time Frame: **March 2006**

With the reduction in staff numbers the Project has slipped. Arrangements have been made with Dataworks to assist us with the Plan. The I.T Section responsibilities are being reviewed to allocate resources to the Project.

Strategic Task: **Information Services**
Strategic Task Number: **8**
Indicator: **40 To further reduce the use of paper, paper flows & paper correspondence**
Time Frame: **Ongoing & May 2006**
Adjusted Time Frame: **June 2006**

The position responsible for the Project has been made redundant. The I.T Section responsibilities are being reviewed to allocate resources to the Project.

Strategic Task: **Information Services**
Strategic Task Number: **11**
Indicator: **50 Assist with creation of Business Directory & review of HBB Directory**
Time Frame: **August 2005**
Adjusted Time Frame: **March 2006**

The position responsible for the Project has been made redundant. The I.T Section responsibilities are being reviewed to allocate resources to the Project. The HBB Directory is now the responsibility of the Chamber of Commerce. Negotiations have taken place with E-Gov (From DLG) to arrange an on line database system off Council web page. Alternatively data would be extracted from councils systems and entered into a separate in house database.

Strategic Task: **Information Services**
Strategic Task Number: **18**
Indicator: **30 To consolidate & review the I.T Disaster Recovery Plan & process**

Time Frame: December 2006
Adjusted Time Frame: February 2006

Part of the Project has been delayed until after the Work Cover Audit so that I.T staff can work closely with Risk Management to update Councils Disaster Recovery Plan.
I.T have performed test restores on some backups and servers but a full Test and Recovery of one or more servers has not been completely.

External Services

Strategic Task: Regulatory Services
Strategic Task Number: 8
Indicator: Inspection of Public Swimming Pools.
Time Frame: Quarterly.
Adjusted Time Frame:

This is a seasonal exercise. Will be inspected and monitored during summer swimming season and as required.

Strategic Task: Regulatory Services
Strategic Task Number: 17
Indicator: Monitor compliance with approval conditions. Respond to complaints of unauthorised land use activities.
Time Frame: Quarterly.
Adjusted Time Frame:

Minimal monitoring of compliance with approval conditions by Regulatory Services. Final inspections undertaken by Building Surveyors with exception of those not involving building construction. Resources assigned to ongoing development control complaints, unauthroised developments, unauthorised signage and ancillary matters.

Strategic Task: Development of a Customer Service Strategy
Strategic Task Number: 3.3
Indicator: Fees set at market level
Time Frame: N/A

Adjusted Time Frame: N/A

During the first quarter, Town Planning Services became increasingly aware that contestable fees are considerably lower than our private sector competitors. A comparison was made to other councils and private competitors, and a report was subsequently prepared for Council, recommending fee increases for all contestable building services. This report will be considered by Council at the Ordinary meeting on 1 November 2005.

Infrastructure Services

Strategic Task: Service Task Bushland 2
Strategic Task Number:
Indicator: 90% of all bush regeneration contracts issued.
Time Frame: October 2005
Adjusted Time Frame: February 2006

43% of bush regeneration contracts from the 2005-06 Capital Works Program have been issued. This amounts to 39% of funding available from the 2005-06 Capital Works Program.

Whilst it is ideal to issue all the bush regeneration contracts early in the period so that works can be conducted over most of the year, it has not been urgent due to the drier weather and reduced growth of weeds.

Other work priorities, such as the Vegetation Mapping Project, have resulted in the issuing of contracts being delayed. Those contracts that have been issued are for continuing projects, or small projects (funded from the maintenance budget) requiring less effort and as such have been able to be issued relatively easily. The contracts that require development of project briefs have been delayed, these tend to be the contracts of greater monetary value.
It is expected that the remaining 2005-06 contracts will have been issued by February 2005. Many of these will be issued earlier.

Division: Hawkesbury Sports Council Inc.

Strategic Task:	Investigate & implement plans to ensure the provision of active recreation areas to meet the needs of current & future residents.
Strategic Task Number:	
Indicator:	Recommendations adopted by Council and appropriate funding allocated.
Time Frame:	Ongoing
Adjusted Time Frame:	Ongoing

Last review of Section 94 Funding was in September 2001, some projects cannot proceed until confirmation of available funds is received.
Lack of available Council land for development of future sport specific complex's.
Council's failure to accept Sports Council's recommendations regarding the proposed Fernadell Playing Fields in the Pitt Town DCP.

Operational Plan September Quarterly Review 2005/06
Non Compliance Reports

General Manager

Strategic Task: **Implementation of the Communication Strategy in line with planned objective**
Strategic Task Number: **GM Community/Lifestyle No1**
Indicator: **Acceptance of Communications Strategy by Council.**
Time Frame: **July 2005** **Adjusted Time Frame:** **March 2006**

The Communications Strategy is being developed in conjunction with the Customer Service Strategy, as there are several overlaps. The two strategies will be presented to Council in early 2006.

Commercial Strategy

Strategic Task: **Service Task - Enhance ability to attract new businesses and industries**
Strategic Task Number: **3.1**
Indicator: **Business/Industrial Lands Register (including HCC and private lands) for investors established.**
Time Frame: **August 2005**
Adjusted Time Frame: **June 2006**

A basic inventory of business lands locations in the area has been prepared for marketing purposes to potential investors and general enquiries. The intention is that the register is a comprehensive tool that includes land use and business entity (development and needs) and available lands (serviced and market status). Resources have not permitted more time to be devoted to the tasks and to coordinate, collate, access, design, and test outcome.

Strategic Task: **Service Task - Provide leadership to Strategic Tasks**
Strategic Task Number: **7.2**
Indicator: ' **Connected Community Strategy' presented to Council**

Time Frame: November 2005
Adjusted Time Frame: **Seek advice from Corp. Communication & Community & Customer Services Unit?**

This indicator is linked to task/indicator 7.1 in the same Service Task, which states "Coordination of divisional input to a strategy document that addresses 'connected communities'/report annually. Refer to draft Communication Strategy (Corporate Communication) and draft Customer Services Strategy (Community and Customer Services Section). These reports have been prepared and are to be reported to Council by units.

Strategic Task: **Service Task - Facilitate development of modern infrastructure to support local business communities**
Strategic Task Number: **1**
Indicator: **Cooperative arrangements established with Rail Corp to address infrastructure development needs**
Time Frame: **September 2005**
Adjusted Time Frame: **March 2006**

Meetings were held with RailCorp during the operational period 2004/2005, regarding the re-development of key railway stations in the LGA and with the understanding that Rail Corp and Council were happy to work together on realising both planning and commercial/business land use objectives. RailCorp agreed to progress an MOU with Council on the matter, having tested such agreements in other council areas. Council Officers have followed up with RailCorp on the MOU on numerous occasions during the quarter. It appears RailCorp does not have the resource to progress the matter with Council at the moment and both the Metropolitan Strategy and the general issues associated with the operation of the railway system have re-priorities RailCorp's tasks and timeframes.

Strategic Task: **Service Task - Provide leadership to Strategic Tasks**
Strategic Task Number: **4.1**
Indicator: **Coordination of divisional input to a relationships strategy document to address the 'Renewal Gap'**
Time Frame: **Report Quarterly**
Adjusted Time Frame: **Nil**

While perhaps envisaged as a stand alone process, the project has largely been incorporated into recent financial planning exercise being the proposed 10 year Capital Works Plan and Infrastructure Levy.

Strategic Task: **Information Services**

Strategic Task Number:	**6**
Indicator:	**60 To evaluate Electronic Records Correspondence outwards**
Time Frame:	**February 2006**
Adjusted Time Frame:	**March 2006**

With the reduction in staff numbers the Project has slipped. Arrangements have been made with Dataworks to assist us with the Plan. The I.T Section responsibilities are being reviewed to allocate resources to the Project.

Strategic Task:	**Information Services**
Strategic Task Number:	**8**
Indicator:	**40 To further reduce the use of paper, paper flows & paper correspondence**
Time Frame:	**Ongoing & May 2006**
Adjusted Time Frame:	**June 2006**

The position responsible for the Project has been made redundant. The I.T Section responsibilities are being reviewed to allocate resources to the Project.

Strategic Task:	**Information Services**
Strategic Task Number:	**11**
Indicator:	**50 Assist with creation of Business Directory & review of HBB Directory**
Time Frame:	**August 2005**
Adjusted Time Frame:	**March 2006**

The position responsible for the Project has been made redundant. The I.T Section responsibilities are being reviewed to allocate resources to the Project. The HBB Directory is now the responsibility of the Chamber of Commerce. Negotiations have taken place with E-Gov (From DLG) to arrange an on line database system off Council web page. Alternatively data would be extracted from councils systems and entered into a separate in house database.

Strategic Task:	**Information Services**
Strategic Task Number:	**18**
Indicator:	**30 To consolidate & review the I.T Disaster Recovery Plan & process**

Time Frame:	**December 2006**
Adjusted Time Frame:	**February 2006**

Part of the Project has been delayed until after the Work Cover Audit so that I.T staff can work closely with Risk Management to update Councils Disaster Recovery Plan.
I.T have performed test restores on some backups and servers but a full Test and Recovery of one or more servers has not been completely.

External Services

Strategic Task:	**Regulatory Services**
Strategic Task Number:	**8**
Indicator:	**Inspection of Public Swimming Pools.**
Time Frame:	**Quarterly.**
Adjusted Time Frame:	

This is a seasonal exercise. Will be inspected and monitored during summer swimming season and as required.

Strategic Task:	**Regulatory Services**
Strategic Task Number:	**17**
Indicator:	**Monitor compliance with approval conditions. Respond to complaints of unauthorised land use activities.**
Time Frame:	**Quarterly.**
Adjusted Time Frame:	

Minimal monitoring of compliance with approval conditions by Regulatory Services. Final inspections undertaken by Building Surveyors with exception of those not involving building construction. Resources assigned to ongoing development control complaints, unauthroised developments, unauthorised signage and ancillary matters.

Strategic Task:	**Development of a Customer Service Strategy**
Strategic Task Number:	**3.3**
Indicator:	**Fees set at market level**
Time Frame:	**N/A**

Adjusted Time Frame: N/A

During the first quarter, Town Planning Services became increasingly aware that contestable fees are considerably lower than our private sector competitors. A comparison was made to other councils and private competitors, and a report was subsequently prepared for Council, recommending fee increases for all contestable building services. This report will be considered by Council at the Ordinary meeting on 1 November 2005.

Infrastructure Services

Strategic Task: Service Task Bushland 2
Strategic Task Number:
Indicator: 90% of all bush regeneration contracts issued.
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Indicator:	Recommendations adopted by Council and appropriate funding allocated.
Time Frame:	Ongoing
Adjusted Time Frame:	Ongoing

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