

LOCAL GOVERNMENT ACT REPORTING



Council's artwork installations on the banks of the Parramatta River give residents and visitors new perspectives on the early settlement of 'Old Parramatta' (Karen Steains Photography)



Behind the scenes Council's Morton Street Depot staff maintain a large fleet of vehicles and plant equipment that services the City (David Wallace Photography)



Each day thousands of workers and shoppers come and go from the Parramatta Transport Interchange (David Wallace Photography)



Council regularly upgrades its playgrounds to encourage younger residents to engage in healthy outdoor activities (David Wallace Photography)

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36. Report on special variation to rates expenditure if required to do so by the Minister	s508(2) s508A	Page 175
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LOCAL GOVERNMENT ACT 1993 AND GENERAL REGULATION REPORTING

1. COMPLETED WITHIN FIVE MONTHS AFTER END OF FINANCIAL YEAR - s428 (1)

The comprehensive Annual Report 2009/10 was completed by the due date of 30 November 2010.

2. COPY PROVIDED TO THE MINISTER FOR LOCAL GOVERNMENT - s428(3)

A copy of the comprehensive Annual Report was provided to the Minister for Local Government by the due date.

3. COPY OF COUNCIL'S AUDITED FINANCIAL REPORTS - s428(2)(a)

Parramatta City Council's Annual Financial Reports 2009/10 are available for viewing, downloading or printing on Council's website (www.parracity.nsw.gov.au) alongside Council's 2009/10 Annual Report.

In addition, Council's stand alone Executive Summary of the Annual Report contains a four page financial summary of Council's key financial data, and the Year in Review section of the Annual Report includes the LGMA Financial Health Check ratios.

Council's Financial Reports 2009/10 are also available on the CD version of the *Parramatta City Council Annual Report 2009/10*.

4. AMOUNT OF RATES AND CHARGES WRITTEN OFF DURING THE YEAR - cl 132

The amount of rates and annual charges written off during the year due to non-rateability was \$37,571.77.

5. COMPARISON OF ACTUAL PERFORMANCE AGAINST PROJECTED PERFORMANCE OF ITS PRINCIPAL ACTIVITIES MEASURED IN ACCORDANCE WITH THE MANAGEMENT PLAN - s428(2)(b)

The Pillar reporting pages are presented on pages 74-140 of the Parramatta City Council Annual Report 2009/10 address in detail how Council performed as an organisation against the objectives, projects, and services as set out in the *Management Plan 2009/10 -2011/12*.

6. INCLUDES STATEMENT OF REASONS FOR ANY DIFFERENCE - s428(2)(b)

While Council's project management performance continued to improve during the 2009/10 reporting year, some projects outlined in the *Management Plan 2009/10 -2011/12* were unable to be completed for a range of reasons, some of which were outside Council's control. Adverse weather for example delayed the completion of capital works projects such as cycle routes and playing fields. Council reports on such challenges in its Executive Summary pages.

7. REPORT AS TO THE STATE OF THE ENVIRONMENT IN THE AREA - s428(2)(c), cl 218-226

Council's supplementary State of the Environment Report 2009/10 is published on pages 141-149 of this Annual Report. It is also available on Council's website (www.parracity.nsw.gov.au) under Publications and on Council's Annual Report CD.

8. SPECIAL SCHEDULE NO 7 CONDITION OF PUBLIC WORKS AS AT 30 JUNE 2009 - s428(2)(d)

CONDITION OF PUBLIC ASSETS

In assessing the condition of public assets, Council has had regard to the condition, function and location of each asset. Proposed or potential enhancements to the existing assets have been ignored.

Assets within each Assets Category have been assessed on an overall basis, recognising that an average standard of satisfactory may be achieved even though certain assets may be above or below that standard on an individual basis.

Council recognises that the standard that it considers satisfactory may be different from that adopted by other councils.



For many newcomers to Australia, Parramatta acts as bridge into a new life and world of opportunity (David Wallace Photography)

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ASSET CONDITION

The following condition codes have been used in this Schedule:

1	Newly constructed
2	Over five years old but fully maintained in 'as new' condition
3	Good condition
4	Average condition

5	Partly worn-beyond 50 per cent of economic life
6	Worn but serviceable
7	Poor-replacement required

SPECIAL SCHEDULE No. 7, CONDITION OF PUBLIC WORKS FOR THE YEAR ENDED 30TH JUNE 2010

Asset Class Asset Category		Depr'n. Rate	Depr'n. Expense	Cost	Valuation	Accum. Depr'n.	WDV	Asset Condition	Estimated Cost to bring to a Satisfactory Standard	Required Annual Maintenance	Current Annual Maintenance
		Per Note 1	\$'000	\$'000	\$'000	\$'000	\$'000		\$'000	\$'000	\$'000
			Per Note 4	Per Note 9			Per Section 428(2d)				
Public Buildings	Buildings and Other Structures	1.2%	3,264	4,309	185,778	94,799	95,288	5	4,160	4,284	6,280
Public Roads	Sealed Roads	1%	10,468	-	582,753	272,300	310,454	4	2,700	5,828	5,783
	Bridges	1%	297	-	89,237	35,681	53,556	5	2,102	1,339	0
Drainage Works	Underground Drainage Pit	1%	939	0	275,704	143,717	131,988	5	2,600	450	373
Total - Classes	Total - All Assets		14,968	4,309	1,133,473	546,496	591,286		11,562	11,900	12,436

9. SUMMARY OF THE AMOUNTS INCURRED BY THE COUNCIL IN RELATION TO LEGAL PROCEEDINGS - s428(2)(e)

10. SUMMARY OF THE STATE OF PROGRESS OF EACH LEGAL PROCEEDING AND RESULT - s428(2)(e)

LEGAL FEES INCURRED IN PARRAMATTA LOCAL COURT

The type of matters that Council took to Court from July 2009 to June 2010 ranged from dog control to unauthorised development not carried out according to consent. In addition there were a number of parking matters elected by motorists to be heard in Court. The following summary provides an overview of the nature of the Court matters.

Parking related Court matters	533 (compared to 560 in 2008/09)	Fines and legal costs imposed by Court 2009/10 - \$49,311.00
Total number successful matters	303	Offence proven
Total number of section 10 rulings for parking related matters	150	Offence proven but no penalty imposed
Total number of dismissed rulings for parking related matters	19	Offence not proven
Total number matters withdrawn	61	
Dog attack prosecutions (actual attacks)	2 (compared to 18 in 2008/09)	Fines and legal costs imposed by Court 2009/10 - \$2,920.00
Environmental Court matters	18 (compared to 1 in 2008/09)	Fines and legal costs imposed by Court 2009/10 - \$35,400.00

LEGAL FEES ASSOCIATED WITH THE LAND AND ENVIRONMENTAL COURT MATTERS

As required by *Environment Protection Authority Act*, Council is required to provide details of legal cases and costs incurred for referrals to the Land and Environment Court for inclusion in Council's Annual Report.

There were 20 matters referred to the Land and Environment Court and of these 18 related to Class 1 appeals, those being merit appeals relating to development applications, one Class 4 proceeding for illegal building work and one Class 5 matter for the enforcement of the Tree Preservation Order.

Of the 20 cases heard, 14 were upheld (approved by the Court), two refused (the Class 5 hearing where the defendants were fined by the Court and the Class 4 matter



Based on the user pays principle, parking metres in the busy City centre help prevent vehicles parking all day in scarce parking spots (David Wallace Photography)



Council dedicates a small team of Community Safety Officers to the management of companion animals throughout the City (David Wallace Photography)

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The following matters were heard in the Land and Environment Court during the 2009/10 financial year.

TYPE OF APPLICATION	COSTS INVOLVED	NUMBER OF CASES
CLASS 1 APPEALS		
Recycling plant	\$15,090	2
Boarding house	\$21,612	1
Heritage/motor showroom	\$34,530	1
Hotel/club	\$101,442	2
Brothels	\$303,375	8
Dual occupancy	\$2,270	1
Multi residential housing	\$17,400	1
Mixed use high-rise	\$1,100	1
Demolition heritage area	\$2,256	1
CLASS 4 PROCEEDING		
Illegal building work	\$25,003	1
CLASS 5 PROCEEDING		
Tree Preservation Order	\$22,540	1
TOTAL FOR 2009/10	\$546,618	

Recovery of costs awarded by the Court during the year amounted to \$60,263 with the net expenditure incurred by Council \$486,355.

During the previous year the cost incurred was \$332,847 with only 4 class 1 appeals by brothel operators amounting to \$91,255 as compared to eight similar appeals during the 2009/10 period amounting to \$303,375.

Appeals by the hotel/club industry for 2008/09 financial year amounted to \$31,047 compared with \$101,442 during the 2009/10 period.

PREVIOUS YEAR COMPARISONS

FINANCIAL YEAR	NUMBER OF CASES	COSTS INCURRED
2005/06	43	\$610,000
2006/07	41	\$403,000
2007/08	28	\$426,000
2008/09	19	\$332,847
2009/10	20	\$546,618

11. TOTAL AMOUNT OF MONEY SPENT ON MAYORAL AND COUNCILLOR FEES – s428(2)(f)

The Lord Mayor and Councillors' remuneration for the period 1 July 2009 to 30 June 2010 was set at \$67,750 and \$23,250 per Councillor respectively, with the Lord Mayoral fee being paid in addition to the Councillor fee. Total expenditure on Lord Mayoral and Councillor fees for this period amounted to \$416,500, made up of Councillors fees (\$348,750) and Lord Mayor's fees (\$67,650).

12. COUNCIL'S POLICY ON THE PROVISION OF FACILITIES FOR USE BY COUNCILLORS AND THE PAYMENT OF COUNCILLORS' EXPENSES – s428(2)(f)

Council reimbursed all reasonable travelling expenses or made available a pool car to Councillors for use on Council business. Any costs involved with attendance at conferences and seminars that had been approved by Council were reimbursed. Councillors were also provided with meals prior to attending Council and Committee Meetings.

Council provided each Councillor with an office and facilities such as a notebook computer and printer, secretarial support, mobile telephone, electronic organiser and other office equipment.

The Lord Mayor, in addition to the above, was provided with a fully subsidised vehicle, personal assistance and secretarial/administrative support. All activities were in accordance with *Council's Civic Office Expenses and Facilities Policy*.

13. DETAILS OF OVERSEAS TRIPS BY COUNCILLORS, COUNCIL STAFF OR OTHER PERSONS REPRESENTING COUNCIL - S428(2)(R), CL 217(1)(a)

LORD MAYOR OF PARRAMATTA VISIT TO LEBANON

The Lord Mayor of Parramatta Councillor Tony Issa OAM visited Lebanon from 23 June to 10 July 2009 to promote cultural and social links between the City of Parramatta and Lebanon. The Lord Mayor met with the following officials while in Lebanon:

- President of Lebanon, Mr Michel Suleiman
- Australian Ambassador to Lebanon, Ms Lyndall Sachs
- Maronite Patriarch, Cardinal Nasrallah Boutros Sfeir
- Mufti Cheikh Malek el Chaar
- Archbishop Francis El Baysari
- President of the Union and Mayor of Hadath el Jebbe, Mr Nawfal Shedrawi
- Vice President of the Union, Mayor of Bqaakafra
- Mayor of Abdine, Mr Victor Alam
- Mayor of Bazoun, Mr Michael Afleq
- Mayor of Berhalioun, Mr Marcel Sandroussi
- Mayor of Bkerkarcha, Mr Robert Arida
- Mayor of Bsharreh, Dr Georges Geagea
- Mayor of Hadsheet, Mr Nabil Draybi
- Mayor of Hassroun, Mr Laba Awwad
- Mayor of Qnat, Mr Challita Karam
- Mayor of Tourza, Mr Lahoud Gerges

This visit was privately financed entirely by Councillor Issa who was awarded the President's Award Medal for his services.

PARRAMATTA CITY COUNCIL'S FRIENDSHIP DELEGATION VISIT TO THE PEOPLE'S REPUBLIC OF CHINA

A delegation from Parramatta City Council visited the People's Republic of China from 28 July to 6 August 2009 with the objective of promoting the City of Parramatta for:

- development of inter-governmental relationships
- sharing and exchange of visits, information and expertise
- facilitation of cross-cultural understanding and awareness,
- advancement of economic growth and commercial opportunities.

The delegation consisted of:

- Councillor Tony Issa OAM, Lord Mayor of Parramatta
- Mrs Susan Issa, Lady Mayoress of Parramatta
- Mr Justin Mulder, Senior Policy Adviser,
- Ms M'Leigh Dickie, Civic Events and Protocol Coordinator.

The delegation carried introductory letters, briefings documents and promotional material from the Parramatta Chamber of Commerce, the Western Sydney Business Connection, the Asia Business Connection, the Greater Western Sydney Economic Development Board, the University of Western Sydney, and the Consulate of the People's Republic of China in Sydney to distribute to key contacts in China.

The following expenses were covered by the delegates or the hosting Chinese local governments:

- airfares: privately funded by delegates
- vehicle transport: provided by host governments
- accommodation: provided by host governments and privately funded
- sustenance: provided by host governments and privately funded.

With the support of the Consul-General in Sydney for the People's Republic of China Mr Hu Shan, the delegation achieved great success in establishing high-level relationships with Chinese local governments. Several of those visited entered into Friendship Relationships with Council through the signing of Memorandums of Understanding, including the following jurisdictions:

- Suqian City, (Prefecture-level), Jiangsu Province
- Xunyang District, Jiujiang City, Jiangxi Province
- Luohe City (Prefecture-level), Henan Province, and
- Dongcheng District, Beijing Municipality.

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Parramatta City Council is also working towards establishing Friendship Relationships with the following Chinese jurisdictions:

- Luwan District, Shanghai Municipality,
- Yiwu City (County-level city), Zhejiang Province.

Senior Chinese local government officials representing each jurisdiction expressed a keen interest in visiting Parramatta and developing administrative, student, cultural and sporting exchange programs. The delegation was successful in promoting the City of Parramatta in the Chinese media, as a destination for Chinese business, investment, students and tourists, with positive reports in both print and television media.

In several cities the delegation met with representatives of large Chinese corporations interested in expanding operations into Australia and on each occasion Parramatta was promoted as an excellent commercial entry-point.

The commitment of Parramatta City Council towards developing relations with China and the establishment of formal Friendship Relationships were deeply appreciated by Chinese government officials. These relationships, both formal and personal, have the potential to reap large dividends for Parramatta as the City progresses towards becoming Australia's third largest by 2030.

14. TOTAL AMOUNT OF MONEY EXPENDED DURING 2009/10 ON THE PROVISION OF COUNCILLOR FACILITIES AND THE PAYMENT OF COUNCILLOR EXPENSES - S428 (2) (f), cl 217 (1) (a1)

PROVISION OF DEDICATED OFFICE EQUIPMENT ALLOCATED TO COUNCILLORS

OFFICE EQUIPMENT	COST
Printers	\$4,000.00
PCs and notebooks (laptops) including monitor, etc	\$8,140.00
Mobile phones including Blackberries, excluding calls	\$13,200.00
Mobile related calls (including mobile data cards).	\$20,832.00
Internet broadband including monthly fee and hardware	\$12,120.00
New or relocation of phone and internet connection	\$925.00
Business card scanner	\$400.00
Miscellaneous items, USB memory sticks, mobile carry case, external hard drives, keyboards etc	\$2,500.00
TVs (2) for Lord Mayor's office and Deputy Lord Mayor plus DVD, excluding Foxtel.	\$5,400.00
TOTAL	\$67,517.00

TELEPHONE CALLS MADE BY COUNCILLORS

During the 2009/10 reporting year, costs incurred for fixed line phones for Parramatta City Council Councillors was \$887.13.



Councillor John Chedid and Lord Mayor Paul Garrard at the Ethnic Media Night in early 2010
(Karen Steains Photography)



Councillor Andrew Bide (centre) with attendees at the Ethnic Media Night
(Karen Steains Photography)

ATTENDANCES OF COUNCILLORS AT CONFERENCES AND SEMINARS

Conference	Attendees	Registration	Accommodation	Airfares	Hire Car	Extras	Out of Pocket Reimbursements	Total
Parks & Leisure Australia 13-16 September 2009 Holiday Inn Esplanade, Darwin	2 Councillors	\$3,835	\$1,680	\$1,481.44		-\$515.00 (refund)	\$1,338.70	\$7,820.14
12th International Riversymposium 21-24 September 2009 Brisbane Convention Centre	3 Councillors 1 staff member	\$4,600.00	\$5,671.50	\$2,066.80		\$100	minus \$2,916.29	\$9,522.01
22nd Local Government Area Network (LGAN) Aboriginal Conference 7-9 October 2009 Ettalong Beach Club	2 Councillors	\$1,600	\$1,100				\$116.29	\$2,816.29
2009 LGA Conference 24 - 28 October 2009 Tamworth	3 Councillors 1 Councillor partner 2 members of staff	Total \$7,080	\$2,875	645.44		- \$420.00 (refund)	\$511.50	\$10,691.94
10th Annual ICTC Conference 27-30 October 2009 Geelong, Victoria	1 Councillor	\$1,095.00	\$612.00	\$299.50				\$2,006.50
6th Annual RMIA Conference 22 -25 November 2009 Cairns, QLD	3 Councillors	\$7,425	\$2,170	\$3802.65			minus \$325.57	\$13,072 .00
Green Cities 2010 – People Places 21-24 February 2010 Melbourne, VIC	1 Councillor	\$1,665.00	\$765.00	\$683.63				\$3,113.63
Floodplains Management Authorities 23 - 26 February 2010 Gosford, NSW	1 Councillor	\$2,730.00	\$978.00					\$3,708.00
ALGWA Women's Conference - 7 March 2010	1 member of staff	\$575.00	\$330.00	\$545.58		\$175.00		\$1,625.58
LGMA National Congress and Bus Expo 16-19 May 2010	1 Councillor	\$1,613.65	\$436.36	\$856.09			\$22.70	\$2,928.80
National General Assembly NGA Conference 14 - 17 June 2010	3 Councillors 1 member of staff	\$4,964	\$3,031.95			\$50.00		\$8,045.95
Total:								\$65,350.84

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TRAINING OF COUNCILLORS AND PROVISION OF SKILLS DEVELOPMENT

Course	Supplier	Venue	Date	Councillors	Course Cost
Manage Your Day – Microsoft Outlook	Forrest Training	Level 7, 83 York Street, Sydney	21/09/2009	1 Councillor	\$450.00
Effective Meeting Skills	Local Government Learning Solutions	Level 5 Training Room, 28 Margaret Street Sydney	31/08/2009	2 Councillors	\$660.00
Does Heritage Still Matter?	NEERG Seminars	The Mint, 10 Macquarie Street, Sydney	14/09/2009	1 Councillor	\$660.00
Planning for Non – Planners	University of Western Sydney	Crowne Plaza, Parramatta	25/09/2010	3 Councillors	\$750.00
Planning Legislation Skills and Knowledge	Local Government Learning Solutions	Level 5 Training Room, 28 Margaret St, Sydney	27/11/2009	2 Councillors	\$990.00
Strategic Planning Workshop	Councillors and Executive Team	The Sebel Hotel, Windsor	20/11/2009 21/11/2009	9 Councillors	\$8,000
Financial Skills for Councillors – Financial Issues	Local Government Learning Solutions	Level 5 Training Room, 28 Margaret St Sydney	4/12/2009	2 Councillors	\$900.00
Budgeting and Forecasting for Organisations	Centre for Continuing	Darling Building L03F, 160 Missenden Road Newtown	19/02/2010	1 Councillor	\$350.00
Constitutional Change Workshop	Gerry Holmes	Ground floor, Rooms 1 & 2, Council Chambers Building	02/03/2010	11 Councillors	\$1910.00
Negotiation Skills	Forrest Training	Level 7, 83 York St, Sydney	08/06/2010	1 Councillor	\$450.00
Planning for Non Planners	University of Western Sydney	Crowne Plaza 30 Phillip Street Parramatta	28/06/2010	1 Councillor	\$330.00
Media Training	Image Media Services	Suite 104, Level 1, 4 Goulburn St, Sydney	25/06/2010	1 Councillor 1 member of staff	\$2,000.00
TOTAL COST					\$17,540.00

INTERSTATE VISITS BY COUNCILLORS, INCLUDING TRANSPORT, ACCOMMODATION AND OTHER OUT OF POCKET TRAVELLING EXPENSES.

Councillors undertook interstate visits as part of their responsibilities as listed in the table above.

EXPENSES OF ANY SPOUSE, PARTNER OR OTHER PERSON WHO ACCOMPANIED A COUNCILLOR

No expenses were incurred on account of any spouse, partner or other person who accompanied a Councillor.

EXPENSES INVOLVED IN THE PROVISION OF CHILDCARE ETC

With the exception of \$100 claimed in childcare by Councillor Andrew Bide, no other expenses were involved in the provision of care for a child or any immediate family member of a Councillor.

COUNCILLOR ATTENDANCE AT MEETINGS AND WORKSHOPS

COUNCILLOR	ATTENDANCE COUNCIL MEETINGS	ATTENDANCE COUNCIL WORKSHOPS
Julia Finn	23/26	10/29
Chiang Xavier Lim	24/26	21/29
Prabir Maitra	26/26	21/29
Paul Barber	25/26	16/29
Andrew Bide	26/26	20/29
Scott Lloyd	26/26	24/29
John Chedid	24/26	23/29
Mark Lack	25/26	11/29
Michael McDermott	24/26	19/29
Lorraine Wearne	22/26	15/29
Pierre Esber	22/26	6/29
Andrew Wilson	23/26	21/29
Paul Garrard	25/26	6/29
Tony Issa OAM	22/26	6/29
Glenn Elmore	25/26	25/29

* Please note that Councillor attendance at Council workshops is not compulsory.



The historic Parramatta Town Hall plays a key role in civic events and the life of the City, including citizenship ceremonies (David Wallace Photography)

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15. STATEMENT OF THE NUMBER OF SENIOR STAFF EMPLOYED BY COUNCIL DURING 2009/10 – s428 (2) (g)

During 2009/10, Council employed seven senior staff, one of whom was acting in the position of Group Manager Corporate Services until the position was filled.

16. STATEMENT OF THE TOTAL REMUNERATION COMPRISED IN REMUNERATION PACKAGES OF EACH SENIOR STAFF MEMBER EMPLOYED DURING THE YEAR – S428 (2) (g), CI217 (1) (b)

The total amount of money payable in respect of senior staff employment, including salaries, fringe benefits and all other on-costs connected with their employment, was \$1,745,543.95.

Position Title	Hourly rate	Total salary component as per group certificate 30 June 2010	Total bonus payments included in total salary component	Total amount salary sacrificed for the year	Value of annual leave hours not taken	Value of LSL not taken	FBT	Superannuation	Salary on costs (calc on salary + salary sacrifice)	Total
Chief Executive Officer – General Management	\$180.37	\$298,563.01	\$0.00	\$15,421.64	\$5,050.36	\$8,206.84	\$5,789.23	\$28,258.62	\$29,671.55	\$390,961.24
Group Manager City Services	\$116.68	\$197,856.95	\$0.00	\$12,830.16	\$5,717.18	\$8,984.14	\$5,415.25	\$18,961.84	\$19,909.93	\$269,675.45
Group Manager Outcomes and Development	\$116.42	\$143,401.20	\$0.00	\$48,621.50	\$8,149.28	\$8,964.21	\$9,706.30	\$17,282.04	\$18,146.15	\$254,270.67
Group Manager Corporate Services	\$105.49	\$86,941.18	\$0.00	\$35,834.55	\$8,122.92	\$8,122.92	\$2,866.28	\$11,049.82	\$11,602.31	\$164,539.98
General Counsel General Management	\$92.93	\$126,855.25	\$0.00	\$0.00	\$12,360.18	\$4,228.48	\$0.00	\$11,416.97	\$11,987.82	\$166,848.70
Property Development Director	\$125.59	\$191,546.51	\$0.00	\$28,228.50	\$12,307.43	\$5,714.17	\$0.00	\$19,779.75	\$20,768.74	\$278,345.10
Manager City Strategy Unit (Acting Group Manager Corporate Services)	\$92.38	\$164,003.12	\$0.00	\$12,484.68	\$0.00	\$969.95	\$10,883.05	\$15,883.90	\$16,678.10	\$220,902.80
Total		\$1,209,167.22	\$0.00	\$153,421.03	\$51,707.35	\$45,190.70	\$34,660.11	\$122,632.94	\$128,764.59	\$1,745,543.95

17. DETAILS OF CONTRACTS AWARDED IN 2009/10 FOR
AMOUNTS GREATER THAN \$150,000 – S428 (2) (h)

Contractor	Description	Contract amount (excluding GST)
Pebblecrete In-situ Pty Ltd	Supply and delivery of exposed aggregate concrete pavers.	In excess of \$150,000.00 over term of contract
Landmark Marinas Pty Ltd	Wharf Road Ermington – Part 1 construction of extension to existing boat ramp and Part 2 easy access ramp, gangway and pontoons.	\$399,180.00
Tiny Tots Tennis and Mega Tennis	Management and operation of the Caroline Chisholm Reserve and Timbergetters Reserve tennis facilities.	\$24,800.00
Statewide Civil Pty Ltd	South Street, Granville – Stage 3 Town Centre upgrade including civil, drainage, paving, landscape and streetscape works.	\$1,322,135.50
Mid-West Excavations Pty Ltd	Holway Street, Eastwood – Construction of a reinforced concrete box culvert over Terrys Creek.	\$255,520.00
Landscape Solutions Australia Pty Ltd	Blacktown Cycleway stage 2B, Chanel Street, Toongabbie – Construction of concrete cycleway and associated civil and landscape works.	\$131,631.87
CBS Refurbishment Pty Ltd	Parramatta Town Hall – Installation of air conditioning to the Charles Byrne Room and the first floor.	\$226,209.00
BIS Cleanaway	Extension of contract due to expire 6 May 2010 for the provision of garbage collection and kerbside clean-up services	In excess of \$150,000.00 over term of contract
Technology One, Infor Global and Frontier Software	Core information technology systems – Provision of Finance/Assets, Customer Relationship Management, and Human Resources/Payroll respectively.	\$1,129,523.00
Equigroup and Capital Finance	Information Technology Finance – Provision of IT leasing finance.	\$2,000,000.00
Statewide Civil Pty Ltd	Enid Avenue and William Street, Granville – Construction of drainage, footpath pavement, road pavement, kerb and gutter and associated works at the intersection.	\$243,500.00
Blake Dawson, Marsdens Law Group, Maddocks, Sparke Helmore, Storey & Gough and MD Lawyers	Legal services provision.	In excess of \$150,000.00 over term of contract
KK Civil Engineering Pty Ltd	Cycleway Stage 2A Parramatta to Blacktown – Construction of a concrete cycleway, pedestrian refuge and associated civil and landscape works at Station Road, Toongabbie.	\$203,849.00
S & K Car Park Management Pty Ltd (Secure Parking)	Management of multi-level car parking stations – Wentworth Street, Erby Place, Hunter Street and Horwood place Parramatta.	\$154,916.00
The Glascott Group Pty Ltd	Parramatta to Blacktown Cycleway – construction of a shared concrete cycleway and associated civil works at Goliath Avenue, Winston Hills.	\$155,755.95.00
Athassel Excavations Pty Ltd	Granville Park Detention Basin – construction of retaining wall, outlet structure, mounds and associated works.	\$212,743.50.00
Statewide Civil Pty Ltd	Stanley Lane, Ermington, Stages 1 and 2 – Construction of kerb and gutter, road reconstruction, drainage and associated works be accepted.	\$494,590.00
GC Civil Pty Ltd	Reid Park Cycleway Stages 1A and 1B – Construction of concrete cycleway and associated civil and landscape works along the Parramatta River foreshore between Park Road and the rear of 10 South Street, Rydalmere.	\$471,921.45.00

LOCAL GOVERNMENT ACT REPORTING

18. A REPORT ON BUSHFIRE HAZARD REDUCTION ACTIVITIES - s428(2)(i1)

Parramatta City Council is not required to participate in a bushfire hazard reduction committee as set out in the *Rural Fires Act* because the Parramatta local government area has been assessed as low risk.

Council nonetheless worked closely with the bushfire officers of the NSW Fire Brigades during 2009/10 assessing the fire risk in Backhousia Reserve, Otto Losco Reserve, Moxhams Reserve and Rock Farm Reserve. As a result of these fire risk assessments, a fuel load in a 9,000 square metre area of Otto Losco Reserve was burnt in September 2011.

19. DETAILS OF PROGRAMS TO PROMOTE SERVICES AND ACCESS FOR PEOPLE WITH DIVERSE CULTURAL AND LINGUISTIC BACKGROUNDS CONSISTENT WITH PRINCIPLES OF MULTICULTURALISM - s428(2)(j)

HOME SUPPORT AND COMMUNITY SERVICES

Council celebrates and values the diversity that exists in the Parramatta local government area. Our staff continued to work hard to meet the diverse needs of our communities across the categories of culture, ethnicity, language, faith, gender, age, sexuality, sexual preference; physical, emotional and mental wellbeing; socio-economic status, education, age and/or ability.

Assisting in meeting the needs of our diverse community, the following goals were achieved:

- increased use of food suppliers who provide multicultural meals to meet the increasing Meals on Wheels demand
- delivered 27 per cent of our Home Support and Community Services to people from a culturally and linguistically diverse (CALD) background
- regularly contacted specialist services for specific cultural groups to keep up to date with best practice
- participated in industry working parties to improve services response to all people of all backgrounds
- maintained recruiting of bilingual staff and volunteers and supported their efforts
- translated our Home Support and Community Services brochure into key languages, put our newsletter onto tape for people with literacy issues, and used interpreters and hearing loops
- provided all staff and volunteers with the opportunity to attend training in working effectively with people from diverse backgrounds.

Of the 213 people who volunteer to deliver Council's community services, up to 50 per cent were born overseas. This diversity has assisted us to meet the individual needs of the people who use our services and improve cross-cultural harmony.



More than 35 different languages are spoken by Parramatta's increasingly diverse community (Karen Steains Photography)

COMMUNITY CAPACITY BUILDING SERVICES

Council's Community Capacity Building team works with a number of CALD communities and community organisations across the LGA, with a particular emphasis on assisting marginalised communities to access resources and services, engage in decision making, and in linking with the wider community. Council services a diverse range of CALD communities in its area, including South Asian, Sudanese (Twic Mayardit and Southern Sudanese), Congolese, Afghan, Tongan and Samoan, and the differing needs of these communities require different approaches and responses.

The team undertook a number of activities during 2009/10 to achieve our objectives and meet the needs of these communities, with highlights including:

- held a Community Cricket Day in Harris Park in August 2009, which was used to inform CALD communities in the area (particularly South Asian communities) of Council services and to assist them in building stronger connections within and external to the community
- developed networks and community leaders in CALD communities through facilitation of group action and linkages to education opportunities, particularly in the Twic Mayardit, Southern Sudanese, Congolese, Tongan and Samoan communities, often in partnership with Migrant Resource Centres as well as NSW Police
- supported the development of a social enterprise that aims to enable African refugees to be self sufficient in food production
- supported a human rights seminar for overseas students (primarily South Asian) in March 2010, attended by the Human Rights Commissioner and an immigration law specialist

- hosted an Interfaith Forum for International Women's Day in partnership with Cumberland Women's Health Centre that involved four women community leaders speaking about their different faiths and the importance of faith in their work in their communities, with women attendees from diverse cultural backgrounds discussing shared and different beliefs and life experiences.



For newcomers to Parramatta, having regular access to a Justice of the Peace at Council's Central library helps them to settle in and get on with their business (Karen Steains Photography)

LIBRARY SERVICES

Working in partnership with ethnic community organisations, Council arranged educational programs, health awareness talks and other information sessions in various community languages. Specifically we:

- held bilingual story time in English, Mandarin and Cantonese

- delivered a simultaneous story time in seven languages (Mandarin, Cantonese, Hindi, Farsi, Filipino, Polish and English) in celebration of community volunteers and staff
- held children's story times in a wide range of languages as part of Harmony 2009 festivities
- undertook various displays of cultural artefacts at the Parramatta Central Library to celebrate our community's cultural diversity
- hosted a range of health seminars jointly presented by the Australian Chinese Medical Association and the Cancer Council of NSW
- received a grant from the State Library of NSW for computer literacy programs to assist library staff to run computer training in Arabic, Chinese, Vietnamese, Korean and Spanish, with most of these courses held at the branch libraries
- undertook a range of computer literacy and training courses for people with a Chinese speaking background at our Parramatta Central Library, including job seekers and senior citizens
- continued running free English conversation courses with volunteer tutors at all Council's libraries
- facilitated police talks (information sessions in safety) in various languages
- introduced RFID technology to the community language collection and a self check system with four different language instructions
- produced and distributed library information leaflets in other languages
- facilitated computer classes in Mandarin, Cantonese, Spanish and Arabic.

LOCAL GOVERNMENT ACT REPORTING

20. DETAILS OF ACTIVITIES TO DEVELOP AND PROMOTE SERVICES AND PROGRAMS THAT PROVIDE FOR THE NEEDS OF CHILDREN - s428(2)(r), cl217(1)(c)

CHILDREN'S SERVICES 0-5 YEARS

- provided five long day childcare centres at Dundas, Harris Park, Granville, Ermington and Northmead, and one occasional childcare centre in Westfield Shoppingtown catering to 645 families
- included bilingual workers with English as a second language at Council's childcare centre staff to help children and families from culturally and linguistically diverse (CALD) backgrounds
- introduced a new curriculum (Early Years Learning Frame - EYLF) that will be implemented at our childcare centres
- provided educational, challenging and interest-based experiences for all children at each service
- supported CALD families who represent close to 78 per cent of the families accessing the services
- catered for 25 per cent of families using Council's childcare centres who were single parent families
- continued to help children with additional needs to access our services with individual programs developed to cater for their development with support from a variety of agencies
- worked with a variety of agencies to provide support to our childcare staff with programs, curriculum, children at the services, families and staff
- implemented parenting educational programs for families across the LGA

- maintained a directory of services for children and families in the area, including information in 15 languages about how to obtain a translation of the document.

CHILDREN'S SERVICES 5-12 YEARS

- continued to run our low or no cost sports and leisure school holiday programs for children, including sports and recreation programs such as AFL, cricket, craft classes, netball, and cartooning.



*Bilingual storytime sessions are both fun and educational for children and parents alike
(Karen Steains Photography)*

CHILDREN'S LIBRARY SERVICES

Parramatta City Library continued to provide ready access to information and library services through its six libraries – the Parramatta Central Library and branch libraries at Constitution Hill, Dundas, Ermington, Granville and Guildford.

Meeting the needs of its diverse community, our specialist services include Children's and Young Adult; Housebound readers; Multicultural services; Research and information;

the Parramatta Heritage and Information Centre, and the Local studies, and Family History library.

Children and young adult services activities, programs and outreach that we conducted include:

- held two sessions weekly of the Bibs'n Books for children under two years
- held story time sessions at all libraries
- held bilingual story times in Mandarin, Cantonese, Hindi and English run by volunteers and parents
- made weekly visits to pre-schools, family day care and school visits
- held well-attended popular school holidays library workshops
- continued to be the distribution point for Early Words kits for young children
- organised author talks by Nadia Wheatley, Carmel Liddell, Gay Chapman, Cameron Nunn and hosted popular author Andy Griffith (Andy schooling around Australia Tour)
- held Mothers' Day craft
- conducted library tours for primary school students
- ran home work help programs at the Parramatta Central and Constitution Hill branch libraries, as well as internet accessible home work help for home-based students
- celebrated NAIDOC Week by running a range of programs and held a special Indigenous story time
- continued to support NSW Premiers Reading Challenge by providing books for borrowing.

21. REPORT ON COUNCIL'S PERFORMANCE IN RELATION TO ACCESS AND EQUITY ACTIVITIES TO MEET RESIDENTS' NEEDS OUTLINED IN COUNCIL'S MANAGEMENT PLAN - s428(2)(r), cl217(1)(d)(i)

LIBRARY SERVICES ACCESS AND EQUITY

- visited around 143 individuals confined to their homes and 20 residential facilities with Council's Outreach Service, on a fortnightly or monthly basis
- held three weekly books groups throughout the year and hosted a Reader's blog, Parra Reads
- prepared community information directories suitable for printing by the public, and published them on the Council's website including the complete Community Information Directory for the Parramatta area
- hosted law talks at Parramatta and Ermington branches during Law Week
- held monthly bilingual preschool storytimes in Cantonese, Mandarin and Korean
- in partnership with the Chinese Medical Association we continued a program of health information talks in Cantonese and Mandarin and introduced a new series of talks in Korean
- in partnership with Centrelink 'Job Information and Career Pathways' talks were held in Cantonese, Mandarin, Korean, Arabic, Farsi and Vietnamese, and talks on personal finance, digital photography and mobile phones were held in English
- held free tax help in partnership with the Australian Taxation Office

- in partnership with Young Christian Workers and their volunteers we held Job Clubs, English conversation and bilingual computer help classes for refugee and new migrant groups and free Homework Help for primary and secondary school students, daily during school terms
- Provided free online tutoring for library members, through the Your Tutor program, with 1420 students accessing this online, real time tutoring service either within the library branches or from their homes
- hosted free weekly computer assistance sessions by volunteers at Guildford, and sessions on demand at Ermington branch libraries.

CROSS COUNCIL ACCESS AND EQUITY

A cross-section of units within Council were involved in expanding and promoting access to Council services and facilities during 2009/10 to address barriers to full participation and enjoyment of community facilities that people with disabilities find themselves facing.

Activities undertaken by Council in 2009/10 to increase access included:

- our Open Space and Recreation unit implemented improvements to Terry's creek and Quarry Branch creek walking tracks and constructed an accessible toilet at Rydalmere Park, increasing access to recreational opportunities in the LGA
- our Civil Infrastructure unit constructed 71 new footpaths under Council's *Pedestrian Access and Mobility Plan*

- our Community Capacity Building unit facilitated the development of a relationship between a local disability service and a local community garden, providing people with disabilities with increased opportunities for community participation
- Council hosted an International Day of People with Disability event on 3 December 2009 in Church Street Mall. Led by the Community Capacity Building team, the event was planned in collaboration with local service providers and people with disabilities. The event promoted awareness amongst the broader public, participating service providers and people with disabilities, and increased connections between services to strengthen the quality of service delivery
- Council continued to convene the Access Advisory Committee which enables the community to discuss and provide feedback on Council services, policy and planning that affects access, and raise concerns about access issues across the LGA. On behalf of the community, Council corresponded with bodies such as RailCorp and local shopping outlets regarding many of the issues raised.



Council stages and facilitates a range of major and minor events, many of which are held in the Church Street Mall

LOCAL GOVERNMENT ACT REPORTING

HOME SUPPORT AND COMMUNITY SERVICES ACCESS AND EQUITY

Council's Home Support and Community Services unit supports older people, people with a disability and carers through nine services jointly funded by Council and the Department of Ageing, Disability and Homecare. The services provided to people most in need give priority to people who are:

- of an Aboriginal or Torres Strait Islander background
- from a culturally or linguistically diverse (CALD) background
- financially disadvantaged
- suffering from dementia.

Council's small team of staff supported 162 volunteers to deliver over 12,000 hours of support essential to the delivery of our services, and helped improve the quality of the lives of their fellow citizens by:

- sharing interests and socialising with 110 people who are isolated, and providing assistance with day-to-day tasks such as letter writing or making phone calls
- delivering over 54,745 meals to 250 people and at the same time checking on the wellbeing of people via our Meals on Wheels service
- teaching skills to people over 50 years of age to promote healthy physical, mental and emotional wellbeing, with 236 members of Council's Seniors Leisure Learning Centre attending bus trips, lunches and classes in massage, dance, yoga, art and cooking

- taking services to the community by providing healthy lifestyle education, activities and social opportunities for people over 50
- assisting 40 people with disabilities via our peer support service to make regular use of popular community facilities, and attend social events including outings to restaurants, theatre and football games, while advocating for their needs to appropriate authorities
- answering numerous calls and enquiries regarding the availability of community services in the Parramatta LGA and undertaking administration tasks
- assisting 250 carers via our carers support service with informal counselling, education, support groups and information about available resources
- providing subsidised home lawn mowing and minor gardening for 150 residents via our expanded lawn mowing service.

22. SUMMARY OF RESOLUTIONS MADE UNDER SECTION 67 CONCERNING WORK CARRIED OUT ON PRIVATE LAND - s428 (2) (k)

Council carried out the following works on private land including:

- mowing of private land where there was non compliance by the owners of clean up orders issued by Council, with actual costs recovered from the property owner
- lawn mowing of private property for older residents, people with disabilities and carers who are unable to maintain their gardens and lawns and live in the Parramatta local government area, with a reduced cost charged for this service.

23. TOTAL AMOUNT CONTRIBUTED OR OTHERWISE GRANTED UNDER SECTION 356 (FINANCIALLY ASSIST OTHERS) - 428(2)(l)

SPORT AND RECREATION GRANTS

Council continued to contribute \$10,000 to the Western Sydney Academy of Sport, a partnership involving 10 Western Sydney-based councils and the NSW Department of Arts, Sport and Recreation.

COMMUNITY USE OF PUBLIC HALLS AND COMMUNITY CENTRES SUBSIDY

A total subsidy of \$114,126 was requested by a diverse range of groups that provide services to Parramatta residents. As customary, subsidies were made available to organisations that could successfully demonstrate that the subsidised use of a Council facility would provide a benefit to the community across the spectrum of social, cultural, medical, artistic, educational or heritage endeavours. Successful organisations included a registered charity, a youth organisation, an ATSI organisation as well as seniors groups, women's groups and disability groups.



Council's Seniors Leisure and Learning Centres provide a wide range of activities designed to keep older residents fit and in touch with other members of their community (David Wallace Photography)

ANNUAL COMMUNITY GRANTS PROGRAM

In the second half of 2006, Council's Community Capacity Building Team undertook a review of the Council's Annual Community Grants Program. The review sought to determine whether the existing structure and focus of the Grants Program was the most effective and efficient method for Council to provide support to Parramatta's communities and community organisations. The review also sought to identify the most effective funding framework for the program going forward.

To achieve these aims, we considered it important to position the program within a strategic framework that was grounded in Council's strategic direction and unit-by-unit objectives. During 2009/10, we distributed the \$400,000 funding pool across seven categories as follows:

Community Capacity Building - 100% Voluntary Organisations	\$75,000
Community Capacity Building - Organisations with Paid Staff	\$100,000
Community Capacity Building - Social Enterprise	\$75,000
Arts Professional Projects	\$100,000
Parramatta Arts Fellowship	\$20,000
Parramatta Heritage and Stories Research	\$20,000
Small Grants	\$10,000
Total	\$400,000

A number of improvements for the 2009/10 round of grants included changing the timeline so that grants were open for 12 weeks (rather than six) and putting in place and resourcing a Councillor Assessment Panel to make decisions about which applicants would be awarded grants. For the fourth year running, the Parramatta City Council Community Grants were advertised and promoted widely. We implemented a range of strategies to offer support to applicants and potential applicants, with ongoing support to be given to successful applicants. The Councillor Assessment Panel details and recommendations for each category were forwarded to a full Council meeting for adoption.

For the 2009/10 budget grants round, Council received 68 applications, 44 of which were successful. The total amount of funding sought across all categories for first year funding was \$567,194 from a total funding pool of \$400,000.

WESTERN SYDNEY AREA ASSISTANCE SCHEME

Council continued to administer the Western Sydney Area Assistance Scheme (funded through the NSW Department of Community Services, now NSW Human Services, Community Services) in the Parramatta area. Council's role in the scheme is to provide advice, support and advocacy for application for funding from local organisations. In the 2009/10 funding round, the Parramatta local government area received a number of grants for a variety of projects aimed at improving opportunities for marginalised communities, supporting parents and connecting young people with their communities. This is the last year for WSAAS as the State Government is for 2010/11 implementing a new Grants Program, the Community Builders Grants Program, as a replacement.

24. STATEMENT OF HUMAN RESOURCES ACTIVITIES UNDERTAKEN BY COUNCIL - s428(2)(m)

During the 2009/10 financial year, Council focused on a range of human resources initiatives which were identified under its Strategic Priorities including the following:

- developed a comprehensive *HR Strategic Plan 2010 to 2014* which aligns with Division of Local Government and other reporting requirements
- replaced our payroll system as the first step towards introduction of a suite of online HR services
- delivered a comprehensive leadership program for all managers (backed up by 360 degree assessments)
- delivered over 400 learning and development sessions, involving approximately 3500 days of training
- continued with eight traineeships (Cert III Regulatory Services; Cert III Operational Works; Cert IV Operational Works; Cert IV Local Government (Investigation); Cert IV FLM; Cert IV Project Management; Dip Management and Dip Local Government (Management))
- achieved a reduction of almost 50 per cent in the Lost Time Injury Frequency Rate to around 15 (from 27 in Feb 2009) with consequent benefits in terms of reduced workers compensation premium through:
- improved policies and practices to manage the return to work process following an injury
- increased focus on injury prevention through effective and timely rehabilitation, return to work and wellness activities
- carried out regular quarterly workplace inspections (increased compliance rate from 50 per cent to 71 per cent).

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- worked to introduce an online incident reporting system (to go live in July 2010)
- introduced a wellness program including skin cancer and flu vaccination checks, supported by health presentations on bowel cancer and depression
- achieved a reduction in our worker's compensation premium of \$590,000.

25. STATEMENT OF ACTIVITIES TO IMPLEMENT EQUAL EMPLOYMENT OPPORTUNITY (EEO) MANAGEMENT PLAN - s428(2)(n)

During 2009/10 Council developed a workforce plan which identified the following issues:

- Council has a stable workforce base (55 per cent of the workforce have been employed by Council for more than five years and 35 per cent for more than 10 years)
- we have a significant issue in terms of the ageing of our workforce (around 20 per cent of the workforce is aged over 55, with trend data indicating the average age is increasing year on year with significant recent increases)
- Council has comparatively high rates of women in management (38 per cent is above public sector benchmarks) but there is considerable variability across our business units and more work to do in this area
- we have worked to improve data around our workforce diversity workforce profile across the areas of ethnicity, disabilities and people who identify as being of Aboriginal and/or Torres Strait Islander descent. This information will be one part of an Employee Engagement Survey using NSW Government guidelines and will be used for future EEO reporting and planning

- Council is developing a locally based Aboriginal awareness pilot program centred on the Parramatta region in consultation with Council's Aboriginal and Torres Strait Islander Community Committee.

26. STATEMENT OF ALL EXTERNAL BODIES (SUCH AS COUNTY COUNCILS) THAT DURING THE YEAR EXERCISED FUNCTIONS DELEGATED BY COUNCIL - s428(2)(o)

There were no external bodies that exercised functions delegated by Council during 2009/10.

27. STATEMENT OF ALL COMPANIES IN WHICH COUNCIL (WHETHER ALONE OR IN CONJUNCTION WITH OTHER COUNCILS) HELD A CONTROLLING INTEREST DURING 2009/10 - s428(2)(p)

There were no companies in which Council held a controlling interest during 2009/10.

28. STATEMENT OF ALL PARTNERSHIPS, CO-OPERATIVES OR OTHER JOINT VENTURES TO WHICH COUNCIL WAS A PARTY DURING 2009/10 - s428 (2) (q)

Council's interest in joint ventures has been recognised in Council's Financial Reports 2009/10 by including its share of any assets, liabilities, revenues and expenses of the joint ventures within the relevant items reported in the statement of financial position and statement of financial performance. Information about the joint ventures is set out in Note 19.

29. LIST OF CATEGORY 1 BUSINESS ACTIVITIES - cl 217(1)(d) (viii)

Statement of expenses, revenues and assets for each activity.

CATEGORY 1 BUSINESS ACTIVITIES	AMOUNT
Expenses	\$10,303,000
Revenues	\$12,441,000
Assets	\$159,442,000
Liabilities	\$55,005,000
Equity	\$103,668,000
Subsidy from Council	\$462,000

30. LIST OF CATEGORY 2 BUSINESS ACTIVITIES - cl 217 (1) (d) (iii)

Not applicable.

31. SUMMARY OF PROGRESS OF COUNCIL IN IMPLEMENTING COMPETITIVE NEUTRALITY PRICING REQUIREMENTS - cl 217 (1) (d) (v)

Not applicable.

32. STATEMENT AS TO WHERE COMPETITIVE NEUTRALITY PRICING REQUIREMENTS HAVE OR HAVE NOT BEEN APPLIED TO CATEGORY 1 BUSINESS ACTIVITY - cl 217 (1) (d) (vi)

Not applicable.

33. STATEMENT RE THE ESTABLISHMENT OF A COMPLAINTS HANDLING MECHANISM FOR COMPETITIVE NEUTRALITY COMPLAINTS - cl 217 (1) (d) (vii)

Council's neutrality pricing requirements have been applied in Council's Annual Financial Reports 2009/10 using the Division of Local Government Guidelines. Regarding the establishment of a complaints handling mechanism for competitive neutrality, the public are entitled to make a submission on our annual accounts.

Regarding a comparison of the actual performance of each category of Council business, the performance of Council's Finance unit in relation to Council's Management Plan is conducted as part of the Quarterly Review process. No complaints were received regarding competitive neutrality during 2009/10.

34. COMPARISON OF ACTUAL STORMWATER MANAGEMENT SERVICES WITH PROJECTED STORMWATER MANAGEMENT SERVICES AS PROPOSED IN THE MANAGEMENT PLAN - cl 217 (1) (e)

Parramatta City Council administers a comprehensive waterways management program that is underpinned by our long-term *Rivers of Opportunity Strategic Plan*. A database of prioritised waterways activities required to fulfil the plan is

being implemented as available funds allow. As the principal authority responsible for the management of stormwater, we:

- maintain 438 km of stormwater discharge drainage pipes for stormwater conveyance
- implement essential flood mitigation measures to protect life, property and infrastructure
- conserve the natural waterways of the City, and;
- protect bushland and other natural assets from the impacts of urban runoff by implementing purpose-built pollution control traps and water retention systems.

The capital and operational costs associated with stormwater infrastructure throughout the City of Parramatta for 2009/10 was over \$3.3 million. This cost includes maintenance and upgrade of drainage systems, management of natural riverbank (riparian) areas and the cleaning of pollution control devices within the public domain. As systems are

upgraded and improved, additional maintenance burdens arise which necessitate the dedication of a sustained source of funding for stormwater management.

In 2006/07 Council introduced a Stormwater Management Service Charge in accordance with the Local Government Amendment (Stormwater) Act 2005. This charge funds service enhancements such as drainage infrastructure and pollution control device maintenance, creek rehabilitation works associated with stormwater discharges, stormwater re-use in community facilities and stream health monitoring.

Council levied all parcels of rateable urban land (excluding vacant land and land held under lease for private purposes under the Housing and Aboriginal Housing Acts) under a charging structure developed according to guidance issued by the Division of Local Government. The income received from this charge in 2009/10 was \$1,259,000 which in addition to funds drawn from the reserve balance resulted in a total expenditure of \$1,362,000.



The City centre of Parramatta will be revitalised by the redevelopment of Civic Place and construction of mixed use towers (Clear View Imaging)

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SERVICES AND PROJECTS FUNDED FROM STORMWATER MANAGEMENT CHARGE

SERVICE/PROJECT	DESCRIPTION	BUDGET (\$000)	ACTUAL (\$000)	COMMENT
Drainage infrastructure maintenance/ improvement	Upgrading the existing stormwater system to maximise efficient conveyance of runoff for the protection of life and property	450,000	\$442,000	Drainage works were completed at numerous locations including Chudleigh Street, Rydalmere; Hewlett Street, Granville; Excelsior Street and Elizabeth Street, Granville; David Scott Reserve, Epping, and Lake Parramatta seepage control works.
Electronic capture of stormwater data for asset management	Updating stormwater asset information for the City, a project undertaken over two years	\$143,000	\$161,000	The contract to identify the location and condition of stormwater drainage assets such as pits and pipes was completed with data transferred to Council's Asset Register and GIS.
Pollution control device maintenance	Ongoing maintenance of pollution control devices to protect the City's waterways	\$120,000	\$85,000	Maintenance of over 140 assets is done in accordance with the number of rainfall events.
Riparian maintenance	Protection of the City's natural waterways from the impacts of urban runoff	\$430,000	\$466,000	Expenditure covers maintenance of designated creek lines and adjoining vegetation corridors.
Stormwater reuse in community facilities	Provision of stormwater harvesting and reuse facilities in Council's parks, reserves and community facilities	\$50,000	\$75,000	Completed water conservation and stormwater reuse works at Council's nursery.
Water efficiency retrofits for public facilities	Provision of water saving fixtures and fittings on Council buildings	\$50,000	\$50,000	Completed upgrade works at Riverside Theatres.
Stream health monitoring	Monitoring of waterways to determine the effectiveness of implemented improvement measures	\$50,000	\$83,000	Completed an aquatic health monitoring study using biological indicators at 20 sites across the LGA.
Total		\$1,293,000	\$1,362,000	

35. STATEMENT ON ACTIVITIES RELATING TO ENFORCING AND ENSURING
ACTIVITIES RELATING TO ENFORCING AND ENSURING COMPLIANCE
WITH THE *COMPANION ANIMALS ACT AND REGULATION cl 217 (1) (f)*.

(I) LODGEMENT OF POUND DATA RETURNS WITH THE DIVISION OF LOCAL
GOVERNMENT

COUNCIL SEIZE ACTIVITY

SEIZED			RETURNED TO OWNER			TRANSFERRED TO COUNCIL'S FACILITY		
Cats	Dogs	Total	Cats	Dogs	Total	Cats	Dogs	Total
10	188	198	2	151	153	8	37	45

COUNCIL ANIMAL CARE FACILITY ACTIVITY

Animals in and arriving at Council's facility

ANIMALS IN COUNCIL'S FACILITY			FROM SEIZURES			DUMPED			SURRENDERED BY OWNERS			TOTAL
Cats	Dogs	Total	Cats	Dogs	Total	Cats	Dogs	Total	Cats	Dogs	Total	
71	131	202	8	37	45	249	343	592	35	11	14	853

Animals leaving Council

RELEASED TO OWNERS			RESTRICTED DOGS: EUTHANASED	DANGEROUS DOGS: EUTHANASED	EUTHANASED: OWNERS REQUEST (does not include dangerous or restricted breeds)			EUTHANASED: DUE TO INJURY (does not include dangerous or restricted breeds)			EUTHANASED: UNABLE TO RETURN HOME			EUTHANASED: DUE TO ILLNESS/DISEASE (does not include dangerous or restricted breeds)		
Cats	Dogs	Total			Cats	Dogs	Total	Cats	Dogs	Total	Cats	Dogs	Total	Cats	Dogs	Total
4	158	162	7	7	0	3	3	0	0	0	175	44	219	41	6	47

Animals leaving Council (continued)

Sold			Released to organisation for 're-homing'			Died at Council facility			Stolen from Council facility			Escaped from Council facility			Other			Total
Cats	Dogs	Total	Cats	Dogs	Total	Cats	Dogs	Total	Cats	Dogs	Total	Cats	Dogs	Total	Cats	Dogs	Total	
20	75	95	30	87	117	0	0	0	0	0	0	0	0	0	0	0	0	657

LOCAL GOVERNMENT ACT REPORTING

(II) AMOUNT OF FUNDING SPENT RELATING TO COMPANION ANIMAL MANAGEMENT AND ACTIVITIES

During 2009/10, the total salary costs for three Council officers involved with companion animal management was \$174,320, with the total approximate costs for three vehicles \$25,500. In addition, the total pound fees for the year paid to Blacktown Pound was \$61,146.

Council also spent \$20,000 on upgrading our temporary holding facility for companion animals and approximately \$35,000 on capital improvements to dog off-lease areas including Burlington Memorial Park, Northmead (perimeter fencing/ seating/water/signage); and Barnett Park, Winston Hills (seating and water).

(III) STRATEGIES COUNCIL HAS IN PLACE TO PROMOTE AND ASSIST THE DE-SEXING OF DOGS AND CATS

Under the provisions of the *Companion Animals Act 1998* it is a requirement that all companion animals are permanently identified at 12 weeks of age. This requirement is essential as it provides the means for Council officers to reunite impounded stray dogs with their owners in lieu of conveying them to the Blacktown pound facility.

Council recently upgraded its temporary holding facility to facilitate companion animal owners claiming their lost dog at a lower cost and in a more convenient manner.

During 2010/11 Council will also be introducing a micro chipping program to assist the permanent identification of companion animals. Companion animal owners can face on the spot penalties of \$165 for not permanently identifying their pet at 12 weeks of age.

Parramatta City Council currently runs a quarterly program in which the owners of permanently identified companion animals are notified by mail of the requirement to lifetime register their animal by six months of age. The information provided in the notices also covers the de-sexing of dogs, with the enclosed registration form advising the difference in fees for an unsexed versus a de-sexed animal.

(IV) STRATEGIES IN PLACE TO COMPLY WITH THE REQUIREMENT UNDER SECTION 64 (*COMPANION ANIMALS ACT 1998*) TO SEEK ALTERNATIVE TO EUTHANASE OR UNCLAIMED ANIMALS

Dogs picked up by Council's animal management officers that are not permanently identified, or in which the owner can not be contacted, are conveyed and kennelled at the Blacktown Pound facility. These animals are held for a period of two weeks. After this period expires, animals are put up for sale or rescued by animal rescue groups. Unfortunately in cases where animals can not be 're-homed' they are euthanased. During 2009/10 Council began placing images of unchipped stray impounded animals on the Parramatta City Council website to help owners claim their lost pet and to encourage adoption.

(V) OFF LEASH AREAS PROVIDED IN THE COUNCIL AREA

- Barnett Park, Winston Hills
- Burlington Memorial Park, Northmead
- Cowells Lane Reserve, Ermington
- Dan Mahoney Reserve, North Parramatta
- McCoy Park, Toongabbie
- Scout Memorial Park, Granville
- Wolseley Street Reserve, Guildford.



*Dogs make great companions if they are well looked after by their owners
(David Wallace Photography)*

LOCAL GOVERNMENT ACT REPORTING

36. REPORT ON SPECIAL VARIATION TO RATES EXPENDITURE IF REQUIRED TO DO SO BY THE MINISTER s508(2), s508A

SPECIAL VARIATION TO RATES INCOME

Council is required to levy rates and charges in accordance with the *Local Government Act 1993* to fund its essential services. The type of rates that can be raised by Council are ordinary and special rates. The ordinary rates levied by Council are paid annually by ratepayers to fund services provided by Council. Special rates may be levied at the discretion of the Council.

In addition to normal rate pegging increases to ordinary and special rates, from time to time Council is granted a special variation to rates income. In 2006/07 the Minister for Local Government approved an ongoing special variation to rates income of 4.57 per cent in addition to the normal increase allowed by rate pegging. This additional income is to be used to upgrade and maintain essential infrastructure and provide improved services.

For the 2009/10 year, after applying the Minister's approved rate increases that have been in force since 2006/07, the variation amount of \$3.507 million was used to fund a range of projects and undertakings, including the following works:

ROADS, REPAIR AND MAINTENANCE: \$1.2 MILLION

In 2009/10 Council spent over \$5 million on its road repair and maintenance projects, part of which was funded from the special rate variation. These projects included asphalt re-sheeting, major patching and stabilisation works on streets throughout the local government area. A total of 81 streets requiring rehabilitation were completed, seven of which included kerb and gutter repairs under the associated kerb and gutter repair and maintenance project.

STORMWATER DATA CAPTURE: \$0.3 MILLION

This project involved the comprehensive survey of Council's stormwater pits and pipes in order to determine their current condition. The data collected in a digital format is included in Council's Geographical Information System (GIS) and in the event of a fault, individual pipes and pits throughout the LGA can be located online and their underground position readily identified.

GRAFFITI MANAGEMENT: \$0.2 MILLION

This project involved the construction of a dedicated graffiti removal truck fitted out with a soda blaster unit that uses environmentally friendly sodium bicarbonate for removing graffiti from brick walls and concrete surfaces on Council property. After taking delivery of this purpose built graffiti removal unit in January, Council staffed it with a dedicated graffiti removal team that removed over 3,200 square metres of graffiti by the end of June.

LIBRARY RADIO FREQUENCY IDENTIFICATION (RFID): \$0.2 MILLION

This project involved the roll out of RFID technology (including self checkout machines) in all Council's library branches to improve control of loan items and customer service. The introduction of self service library loan stations has increased patron usage by 44 per cent. The project will continue in 2010/11 with installation of RFID returns chutes at Parramatta and Constitution Hill branches to maximise the benefit of the RFID system.

LIBRARY MATERIALS: \$0.3 MILLION

Council spent \$0.6 million on its library materials project in 2009/10, part of which was funded from the special variation. The project involved the purchase of print and non print materials such as DVDs, with the selection of materials guided by a review of community reservations and purchase request opportunities.

FOOTPATHS/KERB AND GUTTER, REPAIRS AND MAINTENANCE: \$1.0 MILLION

Works under this program are associated with the roads repair and maintenance program and included repairs to sections of kerb and gutter in seven streets prior to resurfacing or reconstruction of the roadway. This expenditure also included a project of minor footpath repairs and grinding throughout the City.

STREET LIGHTING ENHANCEMENT: \$0.1 MILLION

This expenditure was used to deliver 32 street lighting improvements in various areas to enhance amenity, road safety and public security.

PARRAMATTA HERITAGE CENTRE: \$0.2 MILLION

This expenditure provided additional security measures and improved access at the Centre.

LOCAL GOVERNMENT ACT REPORTING

PROJECTS FUNDED FROM SPECIAL RATES

NAME: Open Space Acquisition and Embellishment Special Rate

PURPOSE: To fund acquisition of open space and embellishment of parks and public domain

RATING BASE: All rateable properties in the Parramatta local government area

START DATE: Not applicable

FINISH DATE: Not applicable

PROJECT	EXPENDITURE – ACTUALS (\$)
Grand Total	3,762,185
Open Space Special Rate Reserve	1,412,112
Cultural Parks Program	13,000
Pavilion Program	22,399
Sportsground Program	190,898
Playground Replacement	12,831
City of Trees	222,079
Walking Track Construction	23,574
Bushland Resources Management	57,634
Bushland Protection	230,984
Asbestos Removal	57,169
Wharf Road Boat Ramp	93,213
Restoration of Natural Areas	209,367
Waterways Woodville Golf Course	21,525
Parks Tree Maintenance	39,735
Graffiti Management	63,426
Environmental Education	17,445
Protection of Aboriginal Heritage	26,093
Improvements New Open Space areas Ermington and Epping	80,000
Hambledon Cottage Maintenance	25,613
Ulandi Avenue Landcare Grant	3,269
Gallery Gardens Restoration	1,859

NAME: Economic Development Special Rate

PURPOSE: To support the achievement of Regional Economic Plan targets for employment in the Parramatta primary centre

RATING BASE: All rateable properties within the Parramatta primary centre

START DATE: 2000/01

FINISH DATE: 2009/10

PROJECT	EXPENDITURE – ACTUALS (\$)
Economic Development Special Rate Reserve	500,000
Economic Development	500,000

NAME: CBD Infrastructure Special Rate Reserve

PURPOSE: To fund infrastructure enhancements in Parramatta central business district (CBD)

RATING BASE: Land categorises as Business CBD and Business Centre of Activity #2

START DATE: 2000/01

FINISH DATE: 2009/10

PROJECT	EXPENDITURE – ACTUALS (\$)
CBD Infrastructure Special Rate Reserve	149,893
Parramatta Valley Cycleway	31,068
Church Street Mall upgrade	12,080
Centre Streetscape	93,633
Bud lighting Parramatta Mall	13,112



Council manages and maintains the historic Hambledon Cottage which was built by John and Elizabeth Macarthur on their Elizabeth Farm estate to house the children's governess

NAME: Suburban Infrastructure Special Rate Reserve

PURPOSE: To fund suburban infrastructure enhancements (drain kerb and gutter, town centres and waterways)

RATING BASE: Business District

START DATE: 2000/01

FINISH DATE: 2009/10

PROJECT	EXPENDITURE – ACTUALS (\$)
Suburban Infrastructure Special Rate Reserve – Neighbourhood	322,516
2007/08.Better Neighbourhoods Guildford	44,516
Neighbourhood Improvement Program	278,000
Suburban Infrastructure Special Rate Reserve – Environment	732,183
Fish Ladders Parramatta River	90,331
2006/07 Estuary Management Plan	65,713
Purchase of 23 Budgeriee	900
Sustainable Water Program	63,784
Water Quality Improvement Program	31,000
Waterways Restoration	273,652
Flood Mitigation 'Big 7'	150,000
Waterways Litter Reduction	46,752
Catchment Modelling roads	10,052
Suburban Infrastructure Special Rate Reserve – Infrastructure	645,481
Neighbourhood Improvement Program	100,000
Civil Construction Program	414,202
Stormwater Data Capt	96,039
Fair Value Assets	35,240

37. FREEDOM OF INFORMATION ACT 1989 AND REGULATION S68 CL10 LOCAL GOVERNMENT ACT s12

Access to Information under Section 12 of the *Local Government Act* and *Freedom of Information Act*.

Under Section 12 (s12) of the *Local Government Act* and *Freedom of Information Act (FOI)*, members of the public are entitled to request Council-held information. Requests for information not listed within s12 provisions can be made under FOI to Council's Freedom of Information Officer.

During 2009/10, Parramatta City Council continued to administer its *Access to Information Policy* and *Privacy Management Plan*. Council received and serviced 648 s12 requests relating to development applications, compared to 605 the previous year and 44 FOI applications, compared to 34 such applications in 2008/09.

The number of FOI requests received has grown from the previous year due to the increased demand and raised awareness of the general public. We provided 100 per cent of the requested information within the 21 days statutory period, with the majority of applications relating to cooling towers, catering, personal injury, road works, land contamination, animal control or traffic complaints.

We received no FOI Internal Reviews during this period.

The following schedule sets out FOI activity for the reporting year 2009/10.



Parramatta's library staff produce a range of publications to meet the needs of users who speak English as a second language (Karen Steains Photography)



With A grade office space on offer serviced by an integrated public transport interchange, Parramatta is increasingly being viewed as an ideal entry point for companies relocating from other states (David Wallace Photography)

LOCAL GOVERNMENT ACT REPORTING

NEW FOI APPLICATIONS

HOW MANY FOI APPLICATIONS WERE RECEIVED, DISCONTINUED OR COMPLETED?	NUMBER OF FOI APPLICATIONS					
	Personal		Other		Total	
	(previous year)	(current year)	(previous year)	(current year)	(previous year)	(current year)
A1 New	9	0	21	0	30	44
A2 Brought forward	0	0	0	0	0	0
A3 Total to be processed	9	0	21	0	30	44
A4 Completed	9	0	21	0	30	44
A6 Total processed	9	0	21	0	30	44

DISCONTINUED APPLICATIONS

WHY WERE FOI APPLICATIONS DISCONTINUED?	NUMBER OF FOI APPLICATIONS					
	Personal		Other		Total	
	(previous year)	(current year)	(previous year)	(current year)	(previous year)	(current year)
B5 Total discontinued	0	0	0	0	0	0

COMPLETED APPLICATIONS

WHAT HAPPENED TO COMPLETED FOI APPLICATIONS?	NUMBER OF FOI APPLICATIONS					
	Personal		Other		Total	
	(previous year)	(current year)	(previous year)	(current year)	(previous year)	(current year)
C1 Granted or otherwise available in full	0	0	21	0	21	35
C2 Granted or otherwise available in part	9	9	0	0	9	9
C5 Total completed	9	0	21	0	30	44

APPLICATIONS GRANTED OR OTHERWISE AVAILABLE IN FULL

HOW MANY FOI APPLICATIONS WERE RECEIVED, DISCONTINUED OR COMPLETED?	NUMBER OF FOI APPLICATIONS (GRANTED OR OTHERWISE AVAILABLE IN FULL)					
	Personal		Other		Total	
	(previous year)	(current year)	(previous year)	(current year)	(previous year)	(current year)
All documents requested were:						
D1 Provided to the applicant	0	0	21	0	21	35
D8 Total granted or otherwise available in full	0	0	21	0	21	35

APPLICATIONS GRANTED OR OTHERWISE AVAILABLE IN PART

HOW WERE THE DOCUMENTS MADE AVAILABLE TO THE APPLICANT?	NUMBER OF FOI APPLICATIONS (GRANTED OR OTHERWISE AVAILABLE IN PART)					
	Personal		Other		Total	
	(previous year)	(current year)	(previous year)	(current year)	(previous year)	(current year)
All documents requested were:						
E1 Provided to the applicant	9	0	0	0	9	7
E8 Total granted or otherwise available in part	9	0	0	0	9	7

APPLICATIONS GRANTED OR OTHERWISE AVAILABLE IN PART

WHY WAS ACCESS TO THE DOCUMENTS REFUSED?	NUMBER OF REFUSED FOI APPLICATIONS					
	Personal		Other		Total	
	(previous year)	(current year)	(previous year)	(current year)	(previous year)	(current year)
F3 Total refused	0	0	0	0	0	0

APPLICATIONS GRANTED OR OTHERWISE AVAILABLE IN FULL

WHY WERE THE DOCUMENTS CLASSIFIED AS EXEMPT?	NUMBER OF FOI APPLICATIONS (REFUSED OR ACCESS GRANTED OR OTHERWISE AVAILABLE IN PART ONLY)					
	Personal		Other		Total	
	(previous year)	(current year)	(previous year)	(current year)	(previous year)	(current year)
G6 Documents affecting personal affairs (Clause 6)	9	0	0	0	9	0
G7 Documents affecting business affairs (Clause 7)	0	0	10	7	10	7
Documents otherwise exempt:						
G19 Documents subject to legal professional privilege (Clause 10)	0	0	1	1	1	1
G20 Documents containing confidential material (Clause 13)	0	0	1	1	1	1
G25 Internal working documents (Clause 9)	0	0	0	3	0	3
G27 Total applications including exempt documents	9	0	12	12	21	12

FORMAL CONSULTATIONS

HOW MANY FORMAL CONSULTATIONS WERE CONDUCTED?	NUMBER OF MINISTERIAL CERTIFICATES	
	(previous year)	(current year)
H1 Ministerial Certificates issued	0	0

FORMAL CONSULTATIONS

HOW MANY FORMAL CONSULTATIONS WERE CONDUCTED?	NUMBER	
	(previous year)	(current year)
1 Number of application requiring formal consultation	1	0
2 Number of persons formally consulted	1	0

AMENDMENT TO PERSONAL RECORDS

HOW MANY APPLICATIONS FOR AMENDMENT OF PERSONAL RECORDS WERE AGREED OR REFUSED?	NUMBER OF APPLICATIONS FOR AMENDMENT OF PERSONAL RECORDS	
	(previous year)	(current year)
J4 Total	0	0

NOTATION OF PERSONAL RECORDS

HOW MANY APPLICATIONS FOR NOTATION OF PERSONAL RECORDS WERE MADE (S.46)?	NUMBER OF APPLICATIONS FOR NOTATION	
	(previous year)	(current year)
K1 Applications for notation	0	0

NOTATION OF PERSONAL RECORDS

WHAT FEES WERE ASSESSED AND RECEIVED FOR FOI APPLICATIONS PROCESSED (EXCLUDING APPLICATIONS TRANSFERRED OUT)?	ASSESSED COSTS		FEES RECEIVED	
	(previous year)	(current year)	(previous year)	(current year)
L1 All completed applications	\$1,290.00	\$1,2150.00	\$1,290.00	\$1,215.00

LOCAL GOVERNMENT ACT REPORTING

FEE DISCOUNTS

HOW MANY FEE WAIVERS OR DISCOUNTS WERE ALLOWED AND WHY?	NUMBER OF FOI APPLICATIONS (WHERE FEES WERE WAIVED OR DISCOUNTED)					
	Personal		Other		Total	
	(previous year)	(current year)	(previous year)	(current year)	(previous year)	(current year)
M3 Financial hardship discounts - pensioner or child	1	1	0	0	1	3
F3 Total refused	1	1	0	0	1	3

FEE DISCOUNTS

HOW MANY FEE REFUNDS WERE GRANTED AS A RESULT OF SIGNIFICANT CORRECTION OF PERSONAL RECORDS?	NUMBER OF REFUNDS	
	(previous year)	(current year)
N1 Number of fee refunds granted as a result of significant correction of personal records	2	2

FEE DISCOUNTS

HOW LONG DID IT TAKE TO PROCESS COMPLETED APPLICATIONS? (NOTE: CALENDAR DAYS)	NUMBER OF COMPLETED FOI APPLICATIONS					
	Personal		Other		Total	
	(previous year)	(current year)	(previous year)	(current year)	(previous year)	(current year)
O1 0-21 days - statutory determination period	9	0	21	0	30	44
O5 Total	9	0	21	0	30	44

PROCESSING TIME: HOURS

HOW LONG DID IT TAKE TO PROCESS COMPLETED APPLICATIONS?	NUMBER OF FOI APPLICATIONS (WHERE FEES WERE WAIVED OR DISCOUNTED)					
	Personal		Other		Total	
	(previous year)	(current year)	(previous year)	(current year)	(previous year)	(current year)
P1 0-10 hours	2	0	5	0	7	10
P2 11-20 hours	1	0	1	0	2	30
P3 21-40 hours	6	0	15	0	21	3
P4 Over 40 hours	0	0	0	0	0	1
P5 Total	9	0	21	0	30	44

RESULTS OF INTERNAL REVIEWS

What were the results of internal reviews finalised?

GROUNDS ON WHICH THE INTERNAL REVIEW WAS REQUESTED	NUMBER OF INTERNAL REVIEWS					
	Personal		Other		Total	
	Original Agency Decision Upheld	Original Agency Decision Varied	Original Agency Decision Upheld	Original Agency Decision Varied	Original Agency Decision Upheld	Original Agency Decision Varied
R8 Total	0	0	0	0	0	0

No FOI applications were carried forward into the next financial year.

As at 1 July 2010, the *Government Information (Public Access) Act (GIPA)* replaced the *Freedom of Information (FOI) Act* and Section 12 of the Local Government (LGA) Act. This new legislation provides access to government information and focuses in favour of the release of information through the consideration of the public's best interest.

A *Publication Guide* containing information about the council's structure, functions and type of information that is publicly available, is accessible from Council's website, along with the applicable application forms.

38. STATEMENT OF ACTION TAKEN BY THE COUNCIL IN COMPLYING WITH THE REQUIREMENTS OF THE *PPIPA* ACT

This reporting year, two applications for internal review were received under the provisions of Part 5 (s53) of the *Privacy and Personal Information Protection Act (PPIPA)*. Of these reviews, one applicant sought further review by the Administrative Decisions Tribunal (ADT) pursuant to Section 55 of the *PPIPA*.

There were no requests to suppress personal records and no Ministerial Certificates or appeals to the District or Supreme Courts. Similarly, there were no inquiries by the Ombudsman during the reporting period into any FOI determinations by Council.

39. STATISTICAL DETAILS OF ANY REVIEW CONDUCTED BY OR ON BEHALF OF THE COUNCIL UNDER PART 5

Not applicable.

40. *ENVIRONMENT PLANNING AND ASSESSMENT ACT 1979* S93 G (5)

There were no planning agreements in force during the year that would require reporting on compliance with and effect of planning agreements in force.



Council's staff help residents with little access to computers to increase their confidence in using online services (David Wallace Photography)