

LOCAL GOVERNMENT
ACT REPORTING



SECTION 428 (2) REPORTING

Local Government Act and General Regulation Requirements

1. COMPLETED WITHIN FIVE MONTHS AFTER END OF FINANCIAL YEAR

2. COPY PROVIDED TO THE MINISTER FOR LOCAL GOVERNMENT

3. COPY OF COUNCIL'S AUDITED FINANCIAL REPORTS

Council's comprehensive 2008 annual financial report and statements are available for viewing, downloading or printing on Council's website (www.parracity.nsw.gov.au) alongside Council's 2007/08 Annual Report. In addition Council's stand alone Executive Summary of the Annual Report contains a four page financial summary of Parramatta City Council's key financial data. Similarly the Year in Review section of the Annual Report includes the LGMA Financial Health Check ratios. Council's Financial Reports 2007/08 is also available on the DVD version of the *Parramatta City Council Annual Report 2007/08*.

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

No rates or annual charges were written off during the year.

5. COMPARISON OF ACTUAL PERFORMANCE AGAINST PROJECTED PERFORMANCE OF ITS PRINCIPAL ACTIVITIES MEASURED IN ACCORDANCE WITH THE MANAGEMENT PLAN

The Program reporting pages 63–132 of the *Parramatta City Council Annual Report 2007/08* address in detail how we performed as an organisation against the objectives, projects, and services as set out in the management Plan 2007/08.

6. INCLUDES THE STATEMENT OF REASONS FOR ANY DIFFERENCE

Note: The order of and numbering of the following entries reflect the Department of Local Government's numbered checklist.

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 2007/08* is included in this 2007/08 Annual Report (pages 133–138) and can also be accessed on (www.parracity.nsw.gov.au) under Publications as a stand alone document. Copies can be requested via Council's Customer Contact Centre on 9806 5050.

8. SPECIAL SCHEDULE NO 7 CONDITION OF PUBLIC WORKS AS AT 30 JUNE 2008

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.

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

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SPECIAL SCHEDULE No. 7 CONDITION OF PUBLIC WORKS for the year ended 30 June 2008

Asset Class	Asset Category	Depr'n. Rate Per Note 1*	Depr'n. Expense	Cost	Valuation	Accum. Depr'n.	WDV	Asset Condition	Estimated Cost to bring to a Satisfactory Standard	Estimated Annual Maintenance Expense	Program Maintenance Works for Current Year	
			\$'000	\$'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%	3024		185943	88126	97817	5	4824	2467	4787	
Public Roads	Sealed Roads	1%	10092	896122	-	389250	506872	4	15604	19390	10707	
	Bridges	1%	297	24734		7671	17063	5	2102	707	194	
Drainage Works	Underground Drainage Pit	1%	908	93625	-	42434	51191	5	1600	200	756	
Total - Classes	Total - All Assets		14321	1014481	185943	527481	672943		24130	22764	16444	

*Notes explained in *Parramatta City Council's Finance Reports 2007/08*

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9. SUMMARY OF AMOUNT INCURRED BY 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 2007 to June 2008 ranged from dog control, litter thrown out of vehicles and unauthorised development not carried out according to consent. The following summary provides an overview of the nature of the court matters.

1. Parking related court matters – 359		
229 matters were successfully defended, resulting in 142 convictions, with \$17,457 in fines imposed by the court. 87 matters were dealt with by way of a section 10 ruling which means the offence was proven but no penalty amount was imposed. 43 matters were withdrawn due to the issuing officer no longer being employed at Council	229 (compared to 252 in 2006/07)	Fines imposed 2007/08 \$17,457 Fines imposed 2006/07 \$38,562.00
2. Companion Animal related court matters – 22		
Animal not registered court matters 1 with a total amount of \$500 in fines imposed by the court	1 compared to 3 in 2006/07	\$500 in fines imposed in 2007/08 compared to \$100 in 2006/07
Dog not under effective control court matters 3 with a total amount of \$1,050 in fines imposed by the court	3 with a total amount 7	Fines imposed in 2007/08 \$1,050 compared to \$1,790 in 2006/07
Dog attack prosecutions (actual attacks) 8 with a total amount of \$9,000 in fines imposed by the court	8 compared to 13 in 2006/07	\$9,000 in fines imposed by the court 2007/08, fines imposed \$6,650 2006/07
Prevent dog from escaping court matters 3 with a total amount of \$1,050 in fines imposed by the court	3 in 2007/08 compared to 3 in 2006/07	\$1,050 fines imposed in 2007/08 compared to \$900 in 2006/07
Dangerous/Restricted dog court matters 2 with a total amount of \$5,000 in fines imposed by the court	2 in 2007/08 compared to 6 in 2006/07	\$5,000 in 2007/08 compared to \$7,500 in 2006/07
Animal not permanently identified court matters 1 with a total amount of \$500 in fines imposed by the court	1 in 2007/08	\$500 in fines in 2007/08 imposed by the court
A total of 4 matters were withdrawn for Companion Animal related offences		

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3. Environmental court matters – 5		
Environmental court matters Air pollution - 1 with a total amount of \$200 in fines imposed by the court	1 in 2007/08 compared to 3 in 2006/07	\$200 imposed in 2007/08 compared to \$1,150 in 2006/07
Litter from motor vehicle court matters Deposit litter - 4 with a total amount of \$400 in fines imposed by the court. 1 matter was dealt with by way of a section 10 ruling which means the offence was proven but no penalty amount was imposed	4 in 2007/08 compared to 1 in 2006/07	\$400 imposed in 2007/08 compared to \$200 in 2006/07

Legal Fees associated with the Land and Environment Court matters

As required by S428 (2) *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. During the period July 2007 to June 2008, there were 28 matters in the Land and Environment Court. Of these, 25 related to Class 1 appeals (merit appeals relating to Development Applications) and 3 related to Class 4 (enforcement) matters).

This is significantly less than the previous year and is a positive result. Despite the costs associated with Land and Environment Court matters (\$426,021) being less than the previous year, the costs associated with each matter were higher than the previous year. This is largely due to the complexity of some of the Class 1 appeals and increasing legal and consultant fees.

The following matters were heard in the Land and Environment Court during the year

Class 1 appeals

Type of Application	Costs Involved	Number of Cases
Childcare Centres	\$75,430	6
RFB/Townhouses	\$134,416	6
Brothels	\$47,771	5
Heritage Listed Dwellings	\$63,795	2
Dual Occupancy	\$33,210	4
Mixed Use	\$14,653	1
Pigeon Loft	\$17,320	1

Class 4 Proceedings

Illegal use/building	\$39,426	3
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Of the 28 cases considered in the Court in the past year, nine were upheld, five dismissed, six discontinued and decisions yet to be made for eight.

Total cost associated with Land and Environment matters for Parramatta City Council for the financial year was \$426,021.

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Previous year comparisons

Financial year	Number of cases	Cost incurred*
2004/2005	56	\$733,000
2005/2006	43	\$608,000
2006/2007	41	\$449,000
2007/2008	28	\$426,000

* to nearest 000s

11. TOTAL AMOUNT OF MONEY SPENT ON MAYORAL AND COUNCILLOR FEES S428 (2) (F)

The Lord Mayoral Fee for 2007/08 was \$76,000 (inclusive of Councillor fee) with the remainder of Councillor fees amounting to \$305,000. The total expenditure on Lord Mayoral and Councillor Fees was \$381,000.

12. COUNCIL'S POLICY ON THE PROVISION OF FACILITIES FOR USE BY COUNCILLORS AND THE PAYMENT OF COUNCILLOR'S EXPENSES S428 (2) (F)

Council reimbursed all reasonable travelling expenses or made available a pool car to Councillors for use on Council business. Costs involved with attendance at conferences and seminars 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 VISITS BY COUNCILLORS, COUNCIL STAFF OR OTHER PERSONS REPRESENTING COUNCIL S428 (2) (R), CL 217 (1) (A)

The Manager, Service Audit and Review was invited to present a technical paper to the Information Systems Audit and Control Association International Conference held in Auckland, New Zealand in September 2007. The presented paper addressed the evolving demands on Information Technology Governance within a changing environment of Privacy and Freedom of Information.

The conference provided valuable contemporary information from a theme focused on Information Technology Governance in a Connected World. The conference organisers met the conference costs for the Manager, Service Audit and Review while Council met the airfare and accommodation costs for attendance.

14. TOTAL AMOUNT OF MONEY EXPENDED DURING THAT YEAR ON THE PROVISIONS OF COUNCILLOR FACILITIES AND THE PAYMENT OF COUNCILLOR EXPENSES S428 (2) (F), CL 217 (1) (A1)

Provision of dedicated office equipment allocated to Councillors

Notebook	1	\$3,200
Printer	3	\$4,200
Mobile Phones	4	\$1,938
Blackberries	8	\$4,368
Broad Band connection monthly charges	\$780.00	\$9,360
Mobile car kit	3	\$1,023
Bluetooth ear piece	4	\$10,000

Telephone calls made by Councillors

Mobile telephone calls	\$23,760.31
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Attendances of Councillors at conferences and seminars

Conferences attended by Parramatta Councillors in 2007/08 to the value of \$39,907.05, included:

- National Local Roads and Transport Congress (Newcastle)
- 10th International Riversymposium (Brisbane)
- Local Government Aboriginal Network (Coffs Harbour)
- Local Government Annual Conference (Coffs Harbour)
- Australian Local Government Women's Association (ALGWA) (Rockdale)
- Local Government Managers Australia (LGMA) (Gold Coast)
- National Local Roads and Transport Congress (Sheparton).

Conference	Attendees	Registration	Accomm.	Airfares	Hire Car/Taxi	Extras	Out of Pocket Reimbursements	Total	Comments
National Local Roads and Transport Congress, Newcastle, NSW 8-10 July 2007	Cr Wearne	\$770.00	\$486.00	\$0.00	\$211.93	\$0.00		\$1467.93	
	Cr Borger	\$880.00	\$483.60	\$0.00	\$0.00	\$0.00		\$1363.60	
10th International Riversymposium Brisbane, QLD 3-6 September 2007	Cr Issa	\$820.00	\$708.00	\$713.46	\$0.00	\$68.85	\$68.85	\$2379.16	
	Cr Worthington	\$1002.00	\$979.50	\$713.46	\$0.00	\$146.10	\$146.10	\$2987.16	
Local Govt. Aboriginal Network Coffs Harbour, NSW 5-7 September 2007	Cr Walsh	\$450.00	\$310.00	\$513.17	\$0.00	\$0.00		\$1273.17	
	Cr Barber	\$450.00	\$310.00	\$0.00	\$0.00	\$0.00		\$760.00	
Parks and Leisure Australia Annual Conference Townsville, QLD 16-19 September 2007	Cr Brown	\$1135.00	\$691.80	\$740.60	\$0.00	\$0.00	\$185.35	\$2752.75	
	Cr Wearne	\$1135.00	\$599.60	\$740.60	\$0.00	\$0.00		\$2475.20	

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Conference	Attendees	Registration	Accomm.	Airfares	Hire Car/Taxi	Extras	Out of Pocket Reimbursements	Total	Comments
Local Govt. Annual Conference Coffs Harbour, NSW 20-24 October 2007	Cr Wearne	\$1287.00	\$990.00	\$660.00	\$0.00	\$0.00	\$646.38	\$3583.38	
	Cr Walsh	\$990.00	\$660.00	\$660.00	\$0.00	\$0.00	\$828.65	\$3138.65	
	Cr Brown	\$990.00	\$660.00	\$0.00	\$0.00	\$0.00		\$1650.00	
	Cr Issa	\$990.00	\$660.00	\$0.00	\$0.00	\$0.00		\$1650.00	
	Cr Wilson	\$990.00	\$660.00	\$537.20	\$0.00	\$0.00		\$2187.20	
RMIA Darwin, NT 25-27 November 2007	Cr Brown	\$0.00	\$0.00	\$637.18	\$0.00	\$0.00		\$637.18	Conference costs paid by Westpool.
National General Assembly Darwin, NT 26-29 November 2007	Cr Walsh	\$890.00	\$0.00	\$1507.19	\$0.00	\$0.00		\$2397.19	
	Cr Worthington	\$890.00	\$0.00	\$1500.21	\$0.00	\$0.00		\$2390.21	
	Cr Barber	\$890.00	\$0.00	\$1500.21	\$0.00	\$0.00		\$2390.21	
	Cr Wearne	\$1054.00	\$0.00	\$0.00	\$0.00	\$0.00		\$1054.00	
ALGWA Rockdale, NSW 3-5 April 2008	Cr Wearne	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00		\$500.00	
	Cr Walsh	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00		\$500.00	
	Cr Finn	\$215.00	\$0.00	\$0.00	\$0.00	\$0.00		\$215.00	
WSROC Penrith, NSW 29-30 April 2008	Cr Walsh	\$178.00	\$0.00	\$0.00	\$0.00	\$0.00		\$178.00	
LGMA Gold Coast, QLD 25-28 May 2008	Cr Borger	\$1485.00	\$780.00	\$533.60	\$0.00	\$0.00		\$2798.60	
National Local Roads and Transport Congress Shepparton, VIC 15-17 June 2008	Cr Esber	\$805.00	\$580.00	\$0.00	\$507.61	\$0.00	\$274.36	\$2166.97	

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Training of councillors and provision of skills development

2007/08 COUNCILLOR TRAINING

Course	Supplier	Venue	Date	Councillors	Comments	Catering Cost	Course Cost
Effective Chair in Local Government	Holmes and Reynolds	Council Chambers - Lord Mayor's Suite	13/08/2007	Cr Barber Cr Brown Cr Chedid Cr Jamal Cr Walsh Cr Wilson			\$1210.00
							\$1210.00
Innovation and Best Practice Development Assessment	Hallmark Conferences and Events	Dockside Conference Centre	16 and 17/08/2007	Cr Jamal			\$950.00
							\$950.00
Councillor Weekend	Local Government Learning Solutions	Local Government House	17 and 18/08/2007	Cr Walsh			\$770.00
							\$770.00
Media Skills Training	Local Government Learning Solutions	Council Chambers - Lord Mayor's Suite	21/08/2007	LM Barber Cr Lim Cr Garrard		Internal	\$3850.00
							\$3850.00
DA's 2008 style	NEERG Seminars	The Mint Sydney	26/03/2008	Cr Jamal	Nil	Nil	\$627.00
							\$627.00

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Course	Supplier	Venue	Date	Councillors	Comments	Catering Cost	Course Cost
Speed Reading For Councillors	Preferred Training Network	Council Chambers (Internal)	2/05/2008	Cr Brown Cr Chedid Cr Esber Cr Jamal Cr Walsh Cr Worthington	Declined 1 May 08	\$40.00	\$4510.00
							\$4550.00
Sustainable Cities Workshop	Keep Australia Beautiful NSW	Parliament House Macquarie Street Sydney	7/05/2008	Cr Brown Cr Jamal Cr Walsh Cr Wilson	Nil	Nil	
							Free
NSW Division Lunch	Property Council	Westin Hotel, Sydney	9/05/2008	Cr Barber Cr Jamal Cr Lim Cr Wearne	Nil	Nil	\$140.00 \$140.00 \$140.00 \$140.00
							\$560.00
2008-2009 Federal Budget Luncheon	WSBC	Crowne Plaza, Parramatta	14/05/2008	Cr Barber Cr Chedid Cr Jamal Cr Lim Cr Wearne Cr Wilson Cr Wilson Cr Borger	Declined 9 May 08	Nil	\$99.00 \$99.00 \$99.00 \$99.00 \$99.00 \$99.00 \$99.00 \$99.00
							\$792.00
Planning For Non-Planners	UWS	Sydney Mechanics School of Arts, 280 Pitt Street	30/05/2008	Cr Brown Cr Jamal Cr Chedid Cr Walsh	Nil	Nil	\$195.00 \$195.00 \$195.00 \$195.00
							\$780.00
TOTAL SPENT ON TRAINING 2007/08							\$14089.00

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Interstate visits by councillors, including transport, accommodation and other out of pocket travelling expenses.

Eight 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

No expenses were involved in the provision of care for a child or an immediate family member of a Councillor.

15. STATEMENT OF THE NUMBER OF SENIOR STAFF EMPLOYED BY THE COUNCIL DURING THAT YEAR S428 (2) (G)

Council employed 21 senior staff, the Senior Management Team (SMT), during 2007/08, four of which comprise the General Management Team (GMT).

16. STATEMENT OF THE TOTAL REMUNERATION COMPRISED IN REMUNERATION PACKAGES OF EACH SENIOR STAFF MEMBER EMPLOYED DURING YEAR S428 (2) (G), CL 217 (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 \$3,928,560.62

Number of Senior Positions	
0	\$300,000-\$350,000
1	\$250,000-\$300,000
4	\$200,000-\$250,000
5	\$190,000-\$200,000
4	\$180,000-\$190,000
0	\$170,000-\$180,000
1	\$160,000-\$170,000
2	\$150,000-\$160,000
2	\$140,000-\$150,000
2	\$130,000-\$140,000
21	
Total Cost	\$3,928,560.62
Salary	\$3,507,143.89
Superannuation	\$285,649.73
FBT	\$135,767.00
	\$3,928,560.62

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17. DETAILS OF CONTRACTS AWARDED FOR AMOUNTS GREATER THAN \$150,000 S428 (2) (H)

Contracts Awarded 2007/08

Contractor	Description	Contract Amount (excl GST)
Ichor Constructions Pty Ltd	Parramatta War Memorial Swimming Centre refurbishment	\$5785213
Flagstaff Fine Foods	Provision of packaged meals to Meals on Wheels Service	\$280000
Oakworth Developments Pty Ltd	Demolition of existing and construction of new amenities building at Everley Park, Chester Hill	\$326781.82
Rydalmer Central Bowling Club Ltd	Lease of land comprising the Rydalmer Bowling Club at Park Road, Rydalmer	In excess of \$150,000 over term of contract
Celtic Civil Pty Ltd	Construction of detention basin at Ollie Webb Reserve, Glebe Street, Parramatta	\$272190
C and M Construction Group Pty Ltd	Parramatta Town Hall Conservation Works Stage 6	\$429270
UMS, Thomas and Coffey, Cuneen and Mayne, Progroup and HJB Group	Preferred suppliers for Maintenance and General Building Services	In excess of \$150,000 over term of contract
Merrylands Plumbing, Thomas and Coffey, UMS, Roseville Plumbing and Cuneen and Mayne	Preferred suppliers for Maintenance and General Plumbing Services	In excess of \$150,000 over term of contract
PriceWaterhouseCoopers	Provision of external audit services	\$360000
McCalls, Progroup, Argle Electrical, UMS and D J Staniford	Preferred suppliers for Maintenance and General Electrical Services	In excess of \$150,000 over term of contract
Envirocivil and Barry Bros	Preferred contractors for the maintenance of stormwater pollution assets	In excess of \$150,000 over term of contract
Volvo Commercial Vehicles Australia and Custom Coaches	Supply of 3 Volvo B7B EEV Euro 5 diesel buses for the free bus service through Parramatta City Centre including 3 years full service agreement.	\$1308765
Statewide Civil Pty Ltd	Construction of stormwater pipe amplification at Marion Street, Parramatta	\$517139
Veolia Transport NSW Pty Ltd	Operation of free bus service in the Parramatta City Centre	\$410,923.06 (first year)
BEM Property Consultants and Valuers Pty Ltd Frank Carrapetta and Associates Cushman and Wakefield Pty Ltd	Panel of Valuers for the provision of property valuations	In excess of \$150,000 over term of contract

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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 per the *Rural Fires Act* because our Local Government Area has been assessed as a low risk. As such, Council does not have a bushfire hazard reduction plan, however two small broad acre ecological burns were undertaken in 2007/08 that reduced bushfire fuel loads. These included the southern end of Impeesa Reserve under Cliff Avenue, Winston Hills and the Un-named Reserve Campbell Hill ecological pile burns.

Two areas were prepared in 2006/07 for broad acre burns for fuel load reduction and ecological renewal. Vineyard Creek under Robert St, Telopea and Moxhams Reserve under Whitehaven Avenue, Northmead are awaiting NSW Fire Brigades to undertake the controlled hazard reduction burns.

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.

The following goals were achieved and assist in meeting the needs of our diverse community:

Home Support and Community Services operates nine programs that assist people to remain living in their own home and to participate in the community, funded jointly by Council and the Department of Ageing Disability and Homecare. These services are targeted to people who are in most need, and in particular people of an Aboriginal or Torres Strait Islander background or from a culturally or linguistically diverse background.

To assist in meeting the needs of our diverse community Council completed the following actions:

- recruited staff from a Culturally and Linguistically Diverse (CALD) background – our team consists of 23 staff, eight of whom are bi-lingual
- recruited volunteers from a CALD background – 45 per cent of volunteers are currently from a CALD background
- regularly presented service information to CALD residents through the Australian Centre for Languages
- continued to source a range of authentic cultural meals for customers of Meals on Wheels
- regularly attended and promoted services at the Aboriginal and Torres Strait Islander Advisory Committee
- maintained regular contact with specialist multicultural services to keep up to date with best practice

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- participated in industry working parties to improve services response to all people of all backgrounds
- provided service information in a range of 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 relating to working effectively with people from diverse backgrounds.

Library Services

- organised health talks in different languages, working in partnership with community based organisations such as Cancer Council and Australian Chinese Medical association
- organised homework help for school students in partnership with the Young Christine Association
- provided a JP Service at Central, Ermington and Constitution Hill Libraries in partnership with the JP Association
- organised safety talks in different languages at the Central Library to increase awareness of safety issues in the community
- organised displays of cultural artefacts at the Central Library to celebrate cultural diversity
- organised computer help training in different languages for the community at all our Branch Libraries with the help of the State Library of NSW grant
- continued to offer free weekly computer assistance sessions for all ages, undertaken by volunteers in our Central Library Learning Centre as well as at Guildford Branch library, in addition to our seniors computer courses
- organised popular English Conversation classes at the Central Library run by volunteers
- ran the successful Job Club at Granville Branch Library
- provided online homework help for all patrons during the school term and serviced 850 students during the year with 90 per cent satisfaction levels
- organised homework sessions at the Central Library every school day of the week
- conducted HSC talks and educational workshops at various Branch Library to help secondary school students
- continued to deliver our housebound reader service to deliver library materials to patrons at retirement villages, nursing homes as well as individual home-based patrons who have difficulty coming to the library.

20. DETAILS OF ACTIVITIES TO DEVELOP AND PROMOTE SERVICES AND PROGRAMS THAT PROVIDE FOR THE NEEDS OF CHILDREN S428 (2) (R), CL 217 (1) (C)

Children's Services 0–5 years

- provided five long day care centres at Harris Park, Dundas, Granville, Ermington and Northmead and one occasional childcare centre in Westfield Shoppingtown catering to 300 families every week
- included bilingual workers with English as a second language at Council's childcare centres to help children and families from Culturally and Linguistically Diverse (CALD) backgrounds
- provided land and buildings for a community multicultural and disability resource centre for all children's service providers, Early Childhood Centres and the community
- supported CALD families who represent close to 73 per cent of the families accessing the services
- completed the new outdoor playground renovations at Ermington Possum Patch Childcare Centre, introducing natural garden landscapes as well as providing interesting and challenging areas for the children
- catered for the 22 per cent of families using Council's childcare centres who were single parent families
- continued to assist children with additional needs to access our services. and extended their development through the implementation of individual programs
- provided educational, challenging and relevant interest-based experiences in the program for all children at each service
- 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
- continued to promote the values and importance of Early Childhood care and education through information and education sessions to services, families and the community.

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Children's Services 5–12 years

- continued to run our low or no cost sports and leisure school holiday programs for children, including programs such as AFL, cricket, craft classes, netball, rugby league, rugby union and Oztag, with a major emphasis on promoting local sport and recreation opportunities in the Parramatta Local Government Area
- introduced diverse cultural programs including traditional Aboriginal games, making flowers and bracelets with Chinese knotting, African drumming and origami. Provided excursions including ice skating and to Disney on Ice, Sydney Olympic Park and the Australian Reptile Park.

Children's Library Services

- organised school holiday activities at Central Library including Santa's Christmas visit, and various activities including craft, drama workshops, etc
- held school holiday activities and story time activities at all Branch Libraries
- focused on the *Bib'n' Books* for children under two years at the Central Library, with our Children and Youth Services staff continuing to be involved in the Early Words Literacy Project, with Council Libraries the distribution point for Early Words kits for young children.

21. REPORT ON COUNCIL'S PERFORMANCE IN RELATION TO ACCESS AND EQUITY ACTIVITIES TO MEET RESIDENTS' NEEDS OUTLINED IN COUNCIL'S MANAGEMENT PLAN (2) (R), CL 217 (1) (D) (I)

Home Support and Community Services

Home Support and Community Services 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 are provided to people most in need and give priority to people who are:

- of an Aboriginal or Torres Strait Islander background
- from a culturally or linguistically diverse background

- financially disadvantaged
- have dementia.

Council's team consists of 23 staff and 185 volunteers who provide over 18,000 hours of support to the community including:

- delivering over 53,000 meals to 230 people and at the same time checking on the wellbeing of people via our Meals on Wheels service. In 2007/2008 the service operated 21 per cent above capacity delivering an extra 9,500 meals to meet community demand
- teaching and enhancing skills to people over 50 years of age to promote healthy physical, mental and emotional wellbeing with 424 participants of Council's Seniors Leisure Learning Centre and outreach service. People attended over 3,300 activities during the year including bus trips, lunches and classes in massage, dance, yoga, art and cooking
- 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
- group activities for 40 people with disabilities to regularly participate in valued community activities such as going to restaurants and playing sport
- assisting the community with information about community services in the Parramatta LGA
- undertaking informal counselling, education, support groups and information for 120 people who provide unpaid care to someone in our Carers Support Service
- providing subsidised home lawn mowing and minor gardening for 120 residents in our Lawn Mowing service.

In addition we regularly attend and promote our services at Council's Access Advisory Committee.

SECTION 428 (2) REPORTING

Local Government Act and General Regulation Requirements

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:

- road sweeping and pothole patching in Parramatta Park with full cost recovery
- 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)

Annual Community Grants Program

Council's 2007/08 Community Grants Program distributed the \$400,000 funding pool across the seven grant categories as follows:

Community Capacity Building:

• 100 per cent Voluntary Organisations	\$75,000
• Organisations with Paid Staff	\$100,000
• Social Enterprise	\$75,000
• Arts Professional Projects	\$100,000
• Parramatta Arts Fellowship	\$20,000
• Parramatta Heritage and Stories Research	\$20,000
Total	\$390,000

During 2007/08 Council made some changes to Council's Grants following an evaluation of the previous year's round. Specifically Council extended the application period from six to 12 weeks and provided a range of support to potential applicants including Grants Writing Workshops, one on one meetings, phone communication and email correspondence.

Council received 77 applications with the amount of funding sought across all categories totalling \$978,612. There were 36 successful applicants.

Sport and Recreation Grants

Council continued to contribute \$11,000 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 subsidy of \$76,933 was requested by groups that serve Parramatta residents as one of the following organisations; registered charity, seniors groups, youth organisation, ATSI organisation, women's groups and or disability groups that demonstrate the use of the facility will provide social, community, cultural, medical, artistic, educational or heritage benefit to the community.

SECTION 428 (2) REPORTING

Local Government Act and General Regulation Requirements

24. STATEMENT OF THE HUMAN RESOURCE ACTIVITIES UNDERTAKEN BY COUNCIL DURING THE YEAR S248 (2) (M)

- continued to implement our *Human Resources Plan 2004/2009* and reported back on progress to Council's Consultative Committee
- delivered learning and development training against individual training plans for all employees covered by a competency-based salary system and performance plans
- continued work on "parramanagers", a professional development program aimed at maximising our investment in our staff
- continued Council's commitment to improving our organisational and individual staff performance culture, with all Level 1-5 managers put through the Life Styles Inventory (LSI) program
- achieved compliance with the WorkCover Self Insurance requirements and Quality Standards, with the action plan around 60 per cent complete and in line with all project-deliverable dates and outcomes
- continued our recruitment and selection training to ensure that all managers are trained to implement Council's recruitment processes based on our corporate values.
- commenced our ParraHR Business Improvement Project in December 2007, with a newly-seconded project team established within HR to ensure the delivery of this critical technical solution
- began to scope a new Salary System and Partnership Agreement for employees in May 2007 to take effect from 2008, when the new organisational collective agreement also takes effect. Both projects will have a significant impact on Council and employees.
- started scoping and communicating the collective agreement under the banner of a 'new partnership agreement with the new agreement likely to be reached by July 2008
- surveyed how well our staff are 'living and breathing' organisational values via our Organisational Culture Inventory (OCI). The OCI results were relatively stable, showing little change from 2005/06. However, we are viewing the overall results as generally positive in light of the 2005/06 Corporate Services review, closely followed by the 2006/07 City Services review, both of which impacted on staff job satisfaction

25. STATEMENT OF ACTIVITIES UNDERTAKEN TO IMPLEMENT EQUAL EMPLOYMENT OPPORTUNITY (EEO) MANAGEMENT PLAN S428 (2) (N)

- planned for all existing employees to receive training under our new Equal Employment Opportunity (EEO) and diversity project, the principles of which will be incorporated into staff induction, contact officer establishment and programs.

26. STATEMENT OF ALL EXTERNAL BODIES (SUCH AS COUNTY COUNCILS) THAT DURING THAT YEAR EXERCISED FUNCTIONS DELEGATED BY COUNCIL S428 (2) (O)

There were no companies in which Council held a controlling interest during 2007/08.

27. STATEMENT OF ALL COMPANIES IN WHICH THE COUNCIL (WHETHER ALONE OR IN CONJUNCTION WITH OTHER COUNCILS) HELD A CONTROLLING INTEREST DURING 2006/07 S428 (2) (P)

There were no companies in which Council held a controlling interest during 2007/08.

28. STATEMENT OF ALL PARTNERSHIPS, CO-OPERATIVES OR OTHER JOINT VENTURES TO WHICH COUNCIL WAS A PARTY DURING 2006/07 S428 (2) (Q)

Council's interest in joint ventures has been recognised in Council's Financial Report 2007/08 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.

SECTION 428 (2) REPORTING

Local Government Act and General Regulation Requirements

29. LIST OF CATEGORY 1 BUSINESS ACTIVITIES CL 217 (1) (D) (VIII)

Leasing of Council property and car parking.

List of Category 1 business activities.

Statement of expenses, revenues and assets for each activity

Expenses	\$12.366m
Revenues	\$10.877m
Assets	\$182.74m
Liabilities	\$55.39m
Equity	\$127.35m
Subsidy From Council	\$10.57m

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 EACH 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 our Annual Financial Report using the Department of Local Government Guidelines. Regarding the establishment of a complaints handling mechanism for competitive neutrality, the public can make a submission on our annual accounts.

Regarding a comparison of the actual performance of each category of business of Council, the Finance Business Unit's performance to the management plan is conducted as part of the Quarterly Review process.

No complaints were received regarding competitive neutrality during 2007/08.

SECTION 428 (2) REPORTING

Local Government Act and General Regulation Requirements

34. COMPARISON OF ACTUAL STORMWATER MANAGEMENT SERVICES WITH PROJECTED STORMWATER MANAGEMENT SERVICES AS PROPOSED IN MANAGEMENT PLAN – CL 217 (1) (E)

Stormwater Management Service Charge

Parramatta City Council administers a comprehensive waterways management program that is underpinned by our long-term *Rivers of Opportunity Strategic Plan*. We are implementing the database of prioritised waterways activities required to fulfil the plan as available funds allow. As the principal authority responsible for the management of stormwater, we:

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

Why does Council levy a stormwater charge?

The maintenance and operational costs associated with stormwater infrastructure throughout the City are estimated at \$3.6 million per annum. This cost includes maintenance of drainage systems, ongoing management of impacts from stormwater runoff on natural 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 needs extra funds to improve the quality of the 65 kilometres of natural waterways that intersect our river City, as well as capturing stormwater for use in our community facilities.

SECTION 428 (2) REPORTING

Local Government Act and General Regulation Requirements

How much did Council raise and how did we spend it?

In 2007/08, 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 Department of Local Government in March 2006.

The income received from this charge in 2007/08 was \$1,200,000, of which 95 per cent (\$1,134,000) was expended. The balance of funds was returned to the Stormwater Charge reserve (or restricted account).

Table 1: Services and Projects Funded from Stormwater Management Charge 2007/08

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	474	Significant repairs and upgrades were made across the City to failing pipe networks and drainage pits.
Electronic Capture of Stormwater Data for Asset Management	Updating stormwater asset information for the City, a project limited to two years	150	109	Project commenced with purchase of new surveying equipment and pilot data capture for Harris Park sub-catchment.
Pollution Control Device Maintenance	Ongoing maintenance of pollution control devices to protect the City's waterways	120	116	New cleaning contractor commenced in accordance with advertised Tender. Scheduled inspection and cleaning now done on a monthly basis.
Riparian maintenance	Protection of the City's natural waterways from the impacts of urban runoff	400	396	Ongoing maintenance of priority creek lines and adjoining vegetation corridors in terms of bank stabilisation and weed control works.
Stormwater Reuse in Community Facilities	Provision of stormwater harvesting and reuse facilities in parks, reserves and community facilities	50	23	Contribution towards stormwater harvest, storage and irrigation upgrades at Boronia Park Epping.
Stream Health Monitoring	Monitoring of the waterways to determine the effectiveness of implemented improvement measures	30	16	Ongoing water quality monitoring at 11 sites across the City's waterways.
Total		1,200	1,134	

SECTION 428 (2) REPORTING

Local Government Act and General Regulation Requirements

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

Lodgement of pound data returns with the Department of Local Government

Council seize activity

Seized			Returned to Owner			Transferred to Council's Facility		
Cats	Dogs	Total	Cats	Dogs	Total	Cats	Dogs	Total
136	435	571	0	69	69	136	366	502

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	
316	656	972	136	366	502	0	0	0	0	0	0	1474

Animals leaving Council

Released to owners			Euthanased			Sold			Released to organisation for 're-ome'			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	Cats	Dogs	Total	Cats	Dogs	Total	
4	158	162	72	149	221	9	77	86	0	29	29	2	6	8	0	1	1	0	0	0	0	0	0	507

SECTION 428 (2) REPORTING

Local Government Act and General Regulation Requirements

(ii) Amount of funding spent relating to companion animal management and activities

The total amount of salaries and expenses associated with Council's companion animal management and activities is \$192,063.00, of which \$37,455.00 was for fees paid to Blacktown Pound for July 2007 to June 2008.

(iii) Strategies Council has in place to promote and assist the de-sexing of dogs and cats

Parramatta City Council organises a mail out to all ratepayers every six months providing information on a companion animal owner's requirement to have their dogs micro-chipped and added to the Companion Animals Register. The information reminds companion animal owners that their pets must be registered at six months of age and 'life registered' at twelve months. The advantage for owners is that once micro-chipped, companion animals that stray can be returned to their owners. Similarly, owners of dangerous dogs can be readily located in the event of a dog attacking a member of the public.

The information provided in the six monthly mail out 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. A mail out is carried out in August in conjunction with the National Desexing Network as they offer discount desexing of animals for the financially disadvantaged. In Council's mail out we include a brochure from the National Desexing Network to encourage people to desex their animals before they register them. We have also included this information on our website as a permanent feature.

Plans are underway for Council Animal Management Officers to implement the Department of Local Government's Spot program in 2008 covering micro-chipping, lifetime registering and companion animal owner responsibility. While one officer has already been trained in the SPOT program, implementation within our LGA schools has not been successful as the DLG has not been nominating schools for officers to attend.

(iv) Strategies in place to comply with the requirement under section 64 (Companion Animals Act) to seek alternative to euthanase or unclaimed animals

Any dogs picked up by Council's Animal Management Officers are kept at Blacktown Pound for two weeks, after which they are put up for sale, and in some cases euthanised. Council is currently looking at placing images of unchipped impounded animals on Council's website

to encourage adoption. We have created a website where all animals impounded are placed online. We are currently sourcing magnets to place on ranger vehicles that are on the road seven days a week to advertise the online site and maximise animal adoptions and claims by owners.

We will also be working with Council's Communications and Marketing team to give us a presence in *Community Business* and are considering advertising in local papers to encourage responsible pet ownership.

(v) Off leash areas provided in the Council area

- Wolsely Street Reserve, South Granville
- Cowell's Lane Reserve, Ermington
- McCoy's Park, Toongabbie

Proposed Off Leash Areas:

- Dan Mahoney Reserve, North Parramatta
- Barnett Park, Winston Hills
- Darcy Road Reserve (east of water canal), Westmead
- George Kendall Riverside Park (east of spofforth street), Ermington

36. REPORT ON SPECIAL VARIATION EXPENDITURE IF REQUIRED TO DO SO BY THE INSTRUMENT MADE BY THE MINISTER

Special Variation to Rates Income approved

In 2006/07 the Minister for Local Government approved an on going special rate increase 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. This special rate increase amounted to \$3,175,725 in 2006/07.

In 2007/08 the special variation income, increased by the 2007/08 rate pegging increase of 3.4 per cent, amounted to \$3,283,700. Since its introduction, the special variation has been used to provide the following services and facilities.

SECTION 428 (2) REPORTING

Local Government Act and General Regulation Requirements

Road Repair and Maintenance

In 2006/07 and 2007/08 Council spent \$8.1 million on the Roads Repair and Maintenance Projects (Projects 12490 and 13055). Revenue from the special rate variation of around \$1.1 million in each of these years was used to fund the works in these projects. The availability of these additional funds enabled a range of road repair jobs to be accelerated. One example of the major works undertaken was in Railway Avenue, Eastwood between Cocos Avenue and Eastwood Avenue. The total cost for this project was approximately \$1 million. At the completion of this project the following improvements had been made:

- reconstructed 850 metres of kerb and guttering
- improved major drainage by laying 400 metres of new drainage pipe and reconstructing eight drainage pits
- reconstructed 600 metres of new footpath
- reconstructed new car park for commuters and local residents on the eastern side along the railway line
- installed three new street lights to improve safety
- created a new landscaped area at the intersection of Railway Avenue and Eastwood Avenue.

Neighbourhood Improvement Program

In 2006/07 and 2007/08 the Better Neighbourhood Program focused on Harris Park and Guildford. Additional funds of \$1 million per annum were used to accelerate works in these town centres. This included \$1,830,702 for the upgrade of Harris Park Town Centre, and \$218,590 for preliminary works for the Stage 2 upgrade of Guildford Town Centre being undertaken in the 2008/09 financial year.

CBD Infrastructure Accelerated Works

In 2006/07 and 2007/08 Council spent approximately \$140,000 per annum to partly fund works in the Parramatta CBD. In 2006/07 funds were used on the Church Street Mall works to improve the public domain and facilitate a reduction in retail vacancies and a positive change in the retail mix, together with an improved perception of safety by the community.

In 2007/08 funds went towards works in Church Street South, with the overall outcomes to date including an improved public domain and the beginning of a reduction in retail vacancies.

Pedestrian Access Mobility Plan

The Pedestrian Access Mobility Plan (PAMP) is a program of works which Council is implementing to improve pedestrian access between known pedestrian hubs (schools, shops, parks). The main aim is to complete missing links between known hubs and to improve the overall standard of Council's footpath network. Approximately \$1.1 million was spent in both 2006/07 and 2007/08 on PAMP.

In 2006/07 PAMP expenditure resulted in 8.3 kilometres of footpath being constructed and kerb ramps in the same order. In 2007/08, 7.2 kilometres of footpath were constructed plus 69 kerb ramps.

SECTION 428 (2) REPORTING

Local Government Act and General Regulation Requirements

Other expenditure

Minor amounts of the special variation revenue were also used to partly fund projects to improve parks and the environment.

Name: Suburban Infrastructure Special Rate Reserve

Purpose: To fund suburban infrastructure enhancements (drains, kerb and gutter, town centres and waterways)

Rating Base: All rateable properties outside the Parramatta Central Business District

Start Date: 2000/01 **Finish Date:** 2009/10

Income and Expenditure

Balance	Income	Expenditure	Balance
1/07/2007	2007/08	2007/08	30/06/2008
\$0	\$0	\$0	\$0
1919	Special Rates 1351	1556	1776
	Interest Earned 62		

Projects funded from Special Rates

Description	Expenditure	Balance
2006/07-Harris Park Stage 3	253	
07/08 Better Neighbourhoods Program Granville	165	
07/08 Better Neighbourhoods Program Guildford	74	
Waterways Maintenance/Restoration	11	
Fish Ladders Parramatta River	15	
Fish Ladders Arts and Interpretation	30	
2006/07 Drainage Construction	32	
2006/07 Water Quality Improvements	75	
2006/07 Paths Foreshores	85	
2006/07 Waterways Rehabilitation	20	
2006/07 Estuary Management Plan	5	
2007/08 Catchment modelling	11	
2007/08 Drainage Construction	100	
2007/08 Waterways Restoration	81	
2007/08 Bushland Resources Management	63	
Cities for Climate Protection	9	
2007/08 Sustainable Water Program	25	
2007/08 Waterways Litter Reduction	49	
2007/08 Waterways Rehabilitation	68	
2007/08 Asbestos Removal	44	
97 Spurway St Ermington flood mitigation	153	
2006/07 New Road Construction	67	
2006/07 Cultural Parks Improvement	1	
2007/08 Civil Construction	120	
	1,556	

SECTION 428 (2) REPORTING

Local Government Act and General Regulation Requirements

Name: Commercial Business District Infrastructure Enhancement
Purpose: To fund infrastructure enhancements in Parramatta Central Business District(CBD)
Rating Base: Land Categorised as Business CBD and Business Centre of Activity #2
Start Date: 2000/01 **Finish Date:** 2009/10

Income and Expenditure

Balance	Income	Expenditure	Balance
1/07/2007	2007/08	2007/08	30/06/2008
\$0	\$0	\$0	\$0
1562	Special rates 1652	1773	1493
	Interest Earned 52		

Projects funded from Special Rates

Description	Expenditure(\$'000)
05/06 CBD Infrastructure Enhancement Stage 1 Barry Wilde Bridge to Charles St Wharf	83
Opening Church St Mall	15
2006/07 Streetscape Church St South	1,169
2006/07 Church St Mall	27
2006/07 Lighting as Art	10
2007/08 CBD Public domain	369
2007/08 Foreshores Program	100
	1,773

Name: Open Space Acquisition and Embellishment Special Rate Reserve
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

Income and Expenditure

Balance	Income	Expenditure	Balance
1/07/2007	2007/08	2007/08	30/06/2008
\$0	\$0	\$0	\$0
1068	Special Rates 1668	1615	1159
	Interest Earned 38		

Projects funded from Special Rates

Description	Expenditure(\$'000)
05/06 Local Parks Improvements	12
2006/07 Recreation facilities	42
2006/07 Parks Program	23
2006/07 Playground Program	91
2006/07 Foreshores Program	46
2006/07 City of Trees	1
2007/08 Sportsground Program	81
2007/08 Parks Program	30
2007/08 Playground Program	277
2007/08 Pavilion Program	300
2007/08 Foreshores Program	80
2007/08 Walking Track Construction	63
2007/08 Lot 3, 87 Hammers Road bushland restoration	45
2007/08 Bushland Protection and Noxious Weeds	192
2007/08 Natural Resource Management	182
Flood mitigation/open space 97 Spurway St Ermington	150
	1,615

SECTION 428 (2) REPORTING

Local Government Act and General Regulation Requirements

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
Income and Expenditure	

Balance	Income	Expenditure	Balance
1/07/2007	2007/08	2007/08	30/06/2008
\$0	\$0	\$0	\$0
\$498	Special Rates 574	\$869	\$215
	Interest Earned 12		

Projects funded from Special Rate

	Description	Expenditure	Balance
12546	Economic Development Activities	869	
		869	

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 (FOI) Act*, 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 2007/08, Parramatta City Council improved public access to Council-held information by implementing its *Access to Information Policy* and *Privacy Management Plan* and further developing its access to information guidelines. Council received and serviced 577 s12 requests relating to development applications, compared to 692 the previous year and 41 FOI applications, compared to 40 such applications in 2006/07.

While the number of FOI requests received increased slightly from the previous year, we provided 85 per cent of the requested information within the 21 days statutory period. The majority of applications related to development applications, financial statements eg. Councillors conference and Civic Place Redevelopment expenses, land contamination, suburb classification, dogs and complaints with some of these requests requiring third party consultation and thus not being completed within the statutory timeframe.

There was one internal review of Council's determination received and no additional information was provided to the applicant as a result of the internal review.

The following schedule sets out the FOI activity for the reporting year 2007/08.

SECTION 428 (2) REPORTING

Local Government Act and General Regulation Requirements

SECTION A – 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	0	5	40	36	0	0
A3 Total to be processed	0	5	40	36	0	0
A4 Completed	0	5	40	36	0	0
A6 Total processed	0	5	40	36	0	0

SECTION B – DISCONTINUED APPLICATIONS

Why were FOI applications discontinued?	NUMBER OF FOI DISCONTINUED FOI					
	Personal		Other		Total	
	(previous year)	(current year)	(previous year)	(current year)	(previous year)	(current year)
B1 Request transferred out to another agency (s.20)	0	0	0	1	0	0
B5 Total discontinued	0	0	0	1	0	1

SECTION C – COMPLETED APPLICATIONS

What happened to completed FOI applications?	NUMBER OF COMPLETED 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	36	29	38	29
C2 Granted or otherwise available in part	0	1	0	4	0	5
C3 Refused	0	1	4	4	0	5
C4 No documents held	0	0	0	2	0	2
C5 Total completed	0	2	40	39	38	41

SECTION D – APPLICATIONS GRANTED OR OTHERWISE AVAILABLE IN FULL

How were the documents made available to the applicant?	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	1	36	25	0	26
D3 Available for inspection	0	0	0	2	0	2
D8 Total granted or otherwise available in full	0	1	36	27	0	28

SECTION 428 (2) REPORTING

Local Government Act and General Regulation Requirements

SECTION E – 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 FULL)					
	Personal		Other		Total	
	(previous year)	(current year)	(previous year)	(current year)	(previous year)	(current year)
All documents requested were:						
E1 Provided to the applicant	0	1	0	4	0	5
E8 Total granted or otherwise available in part	0	1	0	4	0	5

SECTION F – REFUSED FOI APPLICATIONS

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)
All documents requested were:						
F1 Exempt	0	0	0	2	0	2
F2 Deemed refused	0	0	4	3	4	3
F3 Total refused	0	0	4	5	4	5

SECTION G – EXEMPT DOCUMENTS

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)
Restricted documents:	0	0	0	0	0	0
Documents requiring consultation:						
G19 Documents subject to legal professional privilege (Clause 10)	0	0	0	2	0	0
G20 Documents containing confidential material (Clause 13)	0	0	0	1	0	0
G25 Internal working documents (Clause 9)	0	0	0	2	0	0
G27 Total applications including exempt documents	0	0	0	5	0	0

SECTION H – MINISTERIAL CERTIFICATES (S.59)

How many Ministerial Certificates were issued?	NUMBER OF MINISTERIAL CERTIFICATES
H1 Ministerial Certificates issued	Nil

SECTION 428 (2) REPORTING

Local Government Act and General Regulation Requirements

SECTION I – FORMAL CONSULTATIONS

How many formal consultations were conducted?	NUMBER	
	(previous year)	(current year)
I1 Number of application requiring formal consultation	8	0
I2 Number of persons formally consulted	8	0

SECTION J – AMENDMENT TO PERSONAL RECORDS

How many applications for amendment of personal records were agreed or refused?	NUMBER OF APPLICATIONS FOR AMENDMENT OF PERSONAL RECORDS
J4 Total	Nil

SECTION K – NOTATION OF PERSONAL RECORDS

How many applications for notation of personal records were made (s.46)?	NUMBER OF APPLICATIONS FOR NOTATION
K1 Applications for notation	Nil

SECTION L – FEES AND COSTS

What fees were assessed and received for FOI applications processed (excluding applications transferred out)?	ASSESSED COSTS		FEES RECEIVED	
	(previous year)	(current year)	(current year)	(current year)
L1 All completed applications	\$1170.00	\$1140.00	\$1170.00	\$1140.00

SECTION M – 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	
All documents requested were:	(previous year)	(current year)	(previous year)	(current year)	(previous year)	(current year)
M1 Processing fees waived in full	0	1	0	0	0	1
M2 Public interest discounts	0	0	0	4	0	4
F3 Total refused	0	1	0	4	0	5

SECTION 428 (2) REPORTING

Local Government Act and General Regulation Requirements

SECTION N – FEE REFUNDS

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	0

SECTION O – DAYS TAKEN TO COMPLETE REQUEST

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	0	4	30	34	30	38
O2 22-35 days - extended statutory determination period for consultation or retrieval of archived records (s.59B)	0	1	9	1	9	2
O3 Over 21 days - deemed refusal where no extended determination period applies	0	0	1	0	1	0
O5 Total	0	5	40	35	40	40

SECTION P – PROCESSING TIME: HOURS

How long did it take to process completed applications?	NUMBER OF COMPLETED FOI APPLICATIONS					
	Personal		Other		Total	
	(previous year)	(current year)	(previous year)	(current year)	(previous year)	(current year)
P1 0-10 hours	0	3	30	12	30	15
P2 11-20 hours	0	1	9	13	9	14
P3 21-40 hours	0	1	1	9	1	10
P4 Over 40 hours	0	0	0	1	0	1
P5 Total	0	5	40	35	40	40

SECTION Q – NUMBER OF REVIEWS

How many reviews were finalised?	NUMBER OF COMPLETED REVIEWS	
	(previous year)	(current year)
Q1 Internal reviews	0	1

SECTION 428 (2) REPORTING

Local Government Act and General Regulation Requirements

SECTION R – 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
R3 exempt matter deleted from documents	0	0	1	0	1	0
R8 Total	0	0	1	0	1	0

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

Under the *Privacy and Personal Information Protection Act (PPIPA) 1998*, every NSW council must prepare a Privacy Management Plan. Council's Privacy Management Plan was adopted by Council and forwarded to the Privacy Commissioner. A copy of the Plan has been distributed to councillors and management and can be located on Councils' website.

No requests for amendments or privacy review were sought during 2007/08. We received no request to suppress personal records and there were no Ministerial Certificates, appeals to the District or Supreme Courts or the Administrative Decisions Tribunal.

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.

SECTION 428 (2) REPORTING

Local Government Act and General Regulation Requirements

URGENT WARD WORKS

The following list of Urgent Ward Works were identified by Council's Operational Liaison Officers in consultation with Councillors and actioned through Council.

Arthur Phillip Ward

Glenavy Street, Fryer and Wentworth avenues – footpath modification to aid physically handicapped residents

Inkerman Street, Parramatta – pedestrian access problems raised by residents called for the construction of a number of pram ramps in the street

Briens Road, Wentworthville – footpath construction – resident request

Caroline Chisholm Ward

Bromfield Avenue and Lamonerie Street – stormwater pit modifications to reduce flooding issue

Hurley to Reynolds street footpath construction – resident request re access to T-Way

Elizabeth Macarthur Ward

Alice Street footpath construction near Elizabeth Farm – request for better access to the site

Arthur Street, Granville – footpath construction at request of Councillor on basis of safety of students from local school

Eccles Park – donation to Park Committee to fund Tai Chi classes for local community

Dundas Area Youth support – donation to centre to support additional youth worker

Winjoy Reserve, Dundas – removal of old practice wall at request of Councillor and local residents in relation to safety and unsocial behaviour

Wigram Street, Harris Park – widening of existing footpath adjacent to local business for pedestrian safety

Dundas Area Neighbourhood Centre – investigation into installation of shade structure over playground

Lachlan Macquarie Ward

Cox Crescent footpath construction – request from school in relation to student safety

LM ward Agreed list of Councillor requests - 31 requests for investigation, design and programming ranging from footpath construction, park works to donations to various organisations

Woodville Ward

The Trongate, Granville – footpath construction near school for student safety – initiative of Councillor

Lackey Street, Granville – footpath construction near Colquhoun Park – to assist local elderly residents and provide improved access to the park – initiative of Councillor

GLOSSARY OF TERMS

Advisory Committees

Specialist appointees who advise Council on matters relating to the delivery of their services and activities

Auditor General

The officer responsible for investigating and reporting to Parliament whether any expenditure to government departments is not authorised by Act or regulation

Better Neighbourhoods Program

A program that seeks to enhance neighbourhood centres as the focus for local communities, primarily funded by a Special Rates levy from the Suburban Infrastructure Enhancement Program

Best Value Review

Best Value Reviews allow Council to demonstrate to ratepayers the actual value they receive for the rates they pay annually

CBD

Central Business District (interchangeable with City Centre)

Civic Place Redevelopment

The redevelopment of a three hectare CBD block to incorporate commercial, retail, residential and cinema components as well as Council offices, library and new media gallery

Code of Conduct Committee

Established in 2006, the committee includes the Lord Mayor, General Manager, an independent legal representative and an independent community representative

Corporate Strategy

Council's 'road map' and implementation plan for the next 15 years

Councils Online

Parramatta's corporate information systems upgrade in partnership with four NSW Councils and managed service provider Capgemini

CPPC

Central Parramatta Planning Committee: Responsible for ensuring probity of decision-making on nominated planning issues including Civic Place and the CBD revitalisation

DA

Development Application

DCP

Development Control Plan

EEC

Endangered Ecological Community

Fair Value Asset Valuation

Staged valuation of Council's non-current property assets at 'actual replacement' costs

GMT

General Management Team, consisting of the General Manager and three Group Managers

Group average

Averaged performance of 14 councils grouped by the Department of Local Government as similar to Parramatta in size and responsibility

HR

Human Resources

Justice Precinct

Home to the NSW Attorney-General's Department, Parramatta's new legal precinct will comprise nine trial courts and six children's courts

ICAC

The Independent Commission Against Corruption

LEP

Local Environment Plan

LGA

Local Government Area

Management Plan

The 2007/08 Annual Report reports on how well Council met its Management Plan 2007/08-2010/2011

Metropolitan Strategy

The State Government's long-term strategy for accommodating Sydney's future growth

MOU

Memorandum of Understanding

North West T-Way

The State Government initiative designed to deliver improved public transport services to communities in North-West Sydney, including bus services and associated cycle paths to the Parramatta CBD

Open Space Plan

Framework that guides planning, development and management of Parramatta's open space system in line with strategic outcomes

OLO

Operational Liaison Officers. Council's ward-based OLOs provide feedback to the organisation about issues and events that require attention

Parramatta Twenty25

A 15 year Strategic Plan spelling out the vision for the LGA and strategies for becoming the leading city at the heart of Sydney

PIN

Penalty Infringement Notice. Issued for on-the-spot fines for littering, dog offences, etc

Programs

The seven logical groupings of Council's 40 external and internal activities and services

Program Framework

Sets out the relationships between Council, the community and Council's 40 services

Program Panels

A panel of councillors and key staff responsible for monitoring Council's services and activities to ensure they are more tightly focused on meeting community expectations

RDS

Council's revised Residential Development Strategy 2006 addresses how Parramatta will accommodate its share of Sydney's population growth as directed by the State Government's Metropolitan Strategy

Residents' Panel

A sample of residents (over one per cent) of the Parramatta Local Government Area who are representative of the City's diverse demographic and take part in Council's surveys

Service Request

Service Requests are generated by members of the public approaching Councillors or the Customer Contact Centre, as well as Council's ward-based Operational Liaison Officers who raise issues to be addressed by Council

Stormwater Management Charge

Paid by ratepayers, the SMC supplements existing maintenance and improvements to the City's stormwater infrastructure

Sustainability

Development which meets the needs of the present without compromising the ability of future generations to meet their own needs

Section 428 (2) reporting

Required NSW Department of Local Government Section 428 (2) reporting. See also S428 (2).

TBL

Triple bottom line embodies the environmental, social and economic strategies that form the basis of Parramatta's strategic plan

TMAP

Transport Management and Accessibility Plan for the Parramatta Primary Centre, designed to improve access and transport for a growing Parramatta

TPO

Tree Preservation Order

TRIM

Electronic system that registers incoming and outgoing correspondence and documentation and provides ready access of files

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Parramatta 



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