



Woollahra Municipal Council

Annual Report

2015/16

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Companion Animal Management

Local Government (General) Regulation 2005 cl 217 (1) (f)

Companion Animal functions are undertaken by Council's three Rangers and one Companion Animal Officer.

During the year there were 416 new companion animal registrations on the New South Wales Companion Animals Register for our area, with approximately 95% of these animals being de-sexed. Furthermore, 109 barking dog matters were reported and investigated and 7 nuisance dog declarations were issued, with the required notifications being provided to the Office of Local Government. Two dangerous dog declarations were also issued, however, no restricted dog or menacing dog declarations were issued. A total of 40 dog related fines were issued.

Four areas within the Municipality are currently declared as 'off-leash' areas where dogs are permitted to be exercised off-leash at all times. There are a further seven areas where dogs are permitted off-leash during prescribed times.

Council operates and supports a Companion Animal's Advisory Committee comprising representatives from the local community, animal professionals and Council Officers. Council's Animal Advisory

Committee generally meets twice a year to discuss Companion Animal issues.



Council utilises the services of the Sydney Dogs Home at Carlton as its animal pound. The Sydney Dogs Home is responsible for managing unclaimed animals and for implementing strategies that seek alternatives to euthanasia of unclaimed animals.

The 2015/16 income and expenditure relative to the Council's Animal Control function is provided in the table below.

INCOME	
Dog Licences	16,616
Dog Fines	11,347
Total Income	\$27,963

EXPENDITURE	
Staffing Expense	93,120
Materials	1,719
State Debt Recovery Office Processing Charges	752
Impounding Expense	14,906
Legal Expense	6,743
Vehicle Expense	5,049
Total Expenditure	\$122,290

Council is committed to encouraging responsible pet ownership and providing adequate exercise space for animals. Further information regarding Companion Animal Management is available on Council's website and from Council's Customer Information Centre.

Community Grants

Local Government (General) Regulation 2005 cl 217 (1) (a5)

Council continued its commitment to the provision of community grants in 2015/16 by granting \$83,73 to 34 organisations and local primary schools and preschools for community, cultural and environmental purposes (see table below).

A section 356 grant was also made to Holdsworth Community of \$906,184 for 2015/16 towards services provided at Holdsworth Community Centre and Gaden Centre.

General Community Grants

ORGANISATION	PURPOSE	FUNDING
Greek Welfare Centre	For a cultural celebration showcasing the Greek Community in Woollahra, with a display of Greek cultural items, music and food.	\$2,250
Kids Giving Back	Kids Giving Back is a local organisation with a focus on providing opportunities for youth to give back to their community. Funding to run subsidised accredited First Aid training courses in Woollahra for 50 teens aged 13-18.	\$2,000
Rose Bay Community Garden	Funding to develop a community beehive using the Flow hive structure. The project involved the purchase and setup of the Hive structure, procuring a swarm of honey bees and training for team leaders who will develop the educational program for the wider community	\$725
Sydney Croquet Club Inc.	Funding to involve the community around Woollahra Park in a fun Sunday afternoon game of Croquet with Alice and the Queen of Hearts, and share an afternoon tea, to create awareness of the Sydney Croquet Club, its facilities and location.	\$1,000
Beaches Outreach Project (BOP)	BOP's after hours and early intervention program supports families in crisis. Working with 'at risk' 11 - 18 year olds, the aim is to provide immediate support and practical assistance for the whole family, especially those experiencing domestic violence or a family breakdown. Families in crisis are identified through referrals, night and day outreach, police, schools and other stakeholders	\$5,000
Inala	To host the Miroma Art Exhibition and Open Day and showcase the developing artwork of individuals with intellectual disabilities who live in the Eastern Suburbs. The event was held at Miroma's Vaucluse Day Centre in November 2015, featured artists who participate in Miroma's Fine Arts Program and enabled the local community to peruse the centre and meet participants.	\$5,000
Jewish Arts Inc.	To run a series of multicultural and visual arts activities in Woollahra, including an Australian Jewish Choral Festival, a creative ceramics workshop, and a music workshop for seniors. This is a new initiative for the Woollahra area.	\$3,000

ORGANISATION	PURPOSE	FUNDING
NSW Friendship Circle	The 'Friendship Walk' is an annual family fun day in support and celebration of young people living with a disability. Held in August 2015, the walk ended at Vaucluse Primary School and included children's activities and a sausage sizzle.	\$2,500
REELise Inc.	REELise empowers youth to speak out about cyber bullying issues affecting them. It involved, for the third time, a free mobile phone filmmaking project for young people, including mentoring and filmmaking support, culminating in a festival in April 2016.	\$2,500
Rose Bay Good Neighbour Group	The annual Rose Bay Neighbourhood Christmas Carols at Pannerong Reserve is hosted by the Rose Bay Good Neighbour Group, Rose Bay retailers, and the Catholic, Greek, Anglican and Presbyterian Churches. It includes a free sausage sizzle and carols, as well as a performance by the Woollahra Philharmonic Orchestra	\$5,000
Sailability Rushcutters Bay	The 'Sailing Access' project engages people with a disability and their carers in sailing activities in Sydney Harbour. The project is accessed by people from across Sydney, with 10% of participants from Woollahra.	\$3,000
Sisters of Charity Outreach	The 'Eastern Area Visit Program' was established to provide in-home visits for the socially isolated due to age, disability and/or medical conditions. Clients receive one on one visits, access to disabled transport and organised events. Funding granted for social activities for clients.	\$2,000
Waverley Action for Youth Services (WAYS)	Safe Summer Survival (SSS) is a youth based peer education program providing health promotion and education about risks associated with alcohol and other drugs as well as safe sex practices to young people in the Eastern Suburbs area. It involves the recruitment, training and outreach activities by and for a young group of people.	\$4,500
Wolper Jewish Hospital	Funding towards the video recording of Wolper Jewish Hospital's Wellbeing sessions. These evening sessions aim to educate and encourage discussion focussed on specific health and wellbeing issues and are held at Event Cinemas free to the community. Recordings of these sessions are made available to the broader community.	\$2,500
Zakynthian Association of Sydney and NSW Ltd	Funding for the screening of the documentary 'The Song of Life', which tells the story of the survival of the Jewish community of Zakynthos during German occupation of the island, as well as the hosting of a small exhibition.	\$1,250
A Unique Hug	A Unique Hug is a community group based in Paddington where members come together to knit items for the vulnerable and socially isolated. Funding was approved for the purchase of yarn and wool, the provision of which would mean that all the knitted goods could be donated, rather than some sold to buy more wool.	\$1,000
Woollahra Primary Schools Recognition	Funding provided annually to primary schools in the area to recognise community-mindedness in its pupils.	\$700

ORGANISATION	PURPOSE	FUNDING
Marnie Ross	To run the 'Little Things Art Competition', encouraging local artists to bring attention to small things that make them happy and express them creatively in a small format.	\$3,860
Waverley Woollahra Art School (WWAS)	Funding to run an art project, 'Celebrating Woollahra's Iconic Places and Faces'. It entailed landscape and portrait painting workshops and the exhibition of completed works at the Gaden Centre.	\$4,810
Australian Art Events Foundation	Each year during the Art Month Sydney Festival, Art Month produces a bespoke experience for the arts community and audiences of the East. Funding provided to support a 'Go East' curated walk exploring the public art, galleries and private studios of the Woollahra Paddington area. As well as the walk accompanied by a local artist, it's available as an online self-guided tour.	\$3,000
Woollahra Philharmonic Orchestra (WPO)	The Orchestra continues its core program, delivering eight symphonic concerts. They aim to provide access to orchestral performances to the community, including family- and children-focussed programming.	\$5,000
Brand Orange Ltd	Taste Orange Food and Wine Festival held on 22 May 2016 in Robertson Park, Watsons Bay. Financial support of \$7,500 and in-kind of approximately \$2,500 for park hire and waste management.	\$7,500
Watsons Bay Boutique Hotel	Towards the production of Shakespeare by the Bay held over 6 nights in Robertson Park Watsons Bay in April 2016. Financial support of \$5,000 and \$4,500 in-kind.	\$5,000
Sub-Total General Community Grants		\$73,095

Environmental Grants

ORGANISATION	PURPOSE	FUNDING
KU Peter Pan Preschool Paddington	Our outdoor environment project - funds for working bee, presentation, presenter materials, vegetable planter boxes, soil, plants, seedlings, outdoor tables and chairs, logs, boulders, and children's gardening tools. <u>Condition</u> that outdoor tables and chairs are not 'new' plastic resources, instead, seek furniture made from recycled materials, or purchase second-hand furniture. Additionally, Council requested greater monitoring and evaluation methods upon project completion, for example, Before and After pics, end of year report/story to preschool community.	\$1,000
Paddington Community Garden	Garden plot completion - funds for recycled railway sleepers (B grade), includes cutting and delivery, brackets and screws, to raise the levels of their no dig garden plots to 3 levels high, therefore completing the no-dig garden structures.	\$1,000
Uniting Care Ageing Sydney Central	Carry On Gardening: Accessible gardening in aged care - Requesting funds for the implementation of 2 special purpose wheelchair accessible specialised garden planters, to provide easy access gardening for those with disabilities, particularly those who may be wheelchair-bound. Also funds for soil mix and plants.	\$1,000

ORGANISATION	PURPOSE	FUNDING
Cranbrook Jnr School	Brookie Kitchen Garden - funds for soil, organic plants, garden beds, workshops, training, and cook books. <u>Condition</u> that the school must implement a natural pest management policy, and identify their plan to ensure ongoing management and maintenance of the kitchen garden.	\$1,000
Laneway community Space Inc.	Vertical herb garden / organic - funds to commence a communal garden project; garden materials, vertical garden, soil, plants, materials, cleaning tools, planter boxes, to clean up space and eradicate weeds, attach structure and plant edible herbs, in the lower Windsor lane at the back of Hargrave St.	\$1,000
Ballykin Long Day Care Centre	Ballykin Community Vertical garden - funds for two 1.6m herb tower from Hip Hite Gardens (includes soil mix and plastic liners), herb markers, seedlings, herbs, paint and wooden boards to make display. Condition for greater monitoring and evaluation methods upon project completion, for example, Before and After pics, end of year report/story to preschool community, and an excursion to Rose Bay Community Garden.	\$740
Windsor St Edible Garden (WORM)	Windsor organic residents meeting - funds for compost, eco pest control products, replanting of herbs, vegetables and sugar cane mulch. Also, promotional materials such as photographs, posters, newsletters, invitations to events and to communicate information. Replacement tressling and hose/tap attachments.	\$1,000
Bo Peep Kindergarten	Sustainability Garden Makeover - funds for sustainable vegetable garden. Landscape gardener service, and materials wood, garden bed, cow manure, nails, plants, hose pipe and sprinkler. <u>Condition</u> for greater monitoring and evaluation methods upon project completion, for example, Before and After pics, end of year report/story to preschool community, and an excursion to Rose Bay Community Garden.	\$1,000
Emanuel Woollahra Preschool	Emanuel preschools veggie and edible garden - funds for native, edible garden resources including soil, new gardening shovels, plants, seedlings, resources, paint. <u>Condition</u> that preschool provide a more detailed outline of expenses and consider careful plant selection.	\$900
Rose Bay Community Garden	Seeds for Living. Rose Bay Community Garden Seed raising facility - funds for Seed raising tables and associated paraphernalia. C-MAC Industries, Single layer steel bench. Propagation/potting bench with 300mm sides. Shade covered three tier stand. Seed raising mix = perlite, Cocopeat, Compost. <u>Condition</u> that the garden members write a media release or a blog/story on what they did and how they did seed raising successfully, so that it has the capacity to be replicated by other organisations.	\$1,000
Vaucluse Public School	Co-mingled recycling service pick up Trial - funds for a one year trial co-mingled recycling service collection for the school, enabling them to assess their waste management needs and overall reduction goals. <u>Condition</u> that the school must monitor waste recovery and recycling by conducting a waste audit before and after service.	\$1,000
Sub Total Environmental Grants		\$10,640
Total General Community and Environmental Grants		\$83,735

Contracts

Local Government (General) Regulation 2005 cl 217 (1) (a2)

The following major contracts for works and services were awarded during 2015/16:

CONTRACTOR	LOCATION/NATURE OF CONTRACT	CONTRACT TERMS	CONTRACT AMOUNT (ex GST)
Stateline Asphalt Pty Ltd	South Avenue Double Bay - Drainage and Streetscape Works	7 weeks - Drainage and Streetscape Works	\$262,938
Prime Facility and Asset Management Pty Ltd	Supply of Verge Turf Mowing Services	A three (3) year period with two (2) twelve (12) month options	\$238,140
Lindsay Taylor Lawyers; HWL Ebsworth Lawyers; Peter R Rigg; and Wilshire Webb Staunton Beattie Lawyers	Legal Services	Three (3) years with an option to extend for a further two years	Panel Agreement
Newsound Fire Services; Tyco Australia T/As Wormald; Alliance Alarms Fire Services; Universal Fire Protection; Hirotec Maintenance; Metro Fire Services	Provision of fire services	Three (3) year contract period including two twelve (12) month extension periods - Provision of fire services	Panel Agreement
Tarcorp Pty Ltd	Rushcutters Bay Park Cafe Operation	Five (5) years initial term plus a five (5) years option term - Rushcutters Bay Park Cafe Operation	\$85,000 per annum with CPI annual increases
Neverstop Water Harvesting Pty Ltd	An irrigation and stormwater harvesting system at Christison Park	6 Weeks - Irrigation and stormwater harvesting	\$175,477
SKG Pty Ltd	Woollahra Council Parks Public Toilet Cleaning Services	Three (3) year period with two (2) twelve (12) month options - To carry out Council's parks and public toilet cleaning services	\$76,440 pa
Smada Electrical Services Pty Ltd	Floodlighting Upgrade of Trumper Oval, Paddington	8 Weeks - Trumper Oval, Paddington - Floodlighting Upgrade Project	\$143,620
Starcon Group Pty Ltd	Fairfax Road, Bellevue Hill - Road Infrastructure Renewals (Stage 2 works)	8 Weeks - Road Infrastructure Renewals	\$213,097
Stateline Asphalt Pty Ltd	Vaucluse Road, Vaucluse - Road Infrastructure Renewals	5 Weeks - Road Infrastructure Renewals	\$349,912
Stateline Asphalt Pty Ltd	Clarendon Street, Vaucluse - Road Infrastructure Renewals	5 Weeks - Road Infrastructure Renewals	\$194,048
GPM Constructions Pty Ltd	Rose Bay Seawall Reconstruction Stage 2	5 Weeks - Lyne Park, Rose Bay Seawall Reconstruction	\$388,692

CONTRACTOR	LOCATION/NATURE OF CONTRACT	CONTRACT TERMS	CONTRACT AMOUNT (ex GST)
Reino International Pty Ltd	Upgrade and Maintenance of Parking Meters in Paddington and Double Bay	5 Years - Supply, Installation & Commissioning, Maintenance & Statistical Reporting of Parking Meters in Paddington and Double Bay	\$184,000 for upgrade and commissioning; and \$264,000 for maintenance and statistical reporting
Starcon Group Pty Ltd	Rivers Street, Bellevue Hill - Road Infrastructure Renewals	10 Weeks - Road Infrastructure Renewals	\$386,933

Legal Proceedings

Local Government (General) Regulation 2005 cl 217 (1) (a3)

Council is required to disclose a summary of amounts incurred during the year in relation to legal proceedings taken by or against the council and a summary of the state of progress of each legal proceeding and the result.

Council's legal proceedings expense for 2015/16 was \$1,671,302

A summary of costs and the current status/outcome of each case is provided below:

Development Control cases over \$20,000		
Address	Cost \$	Outcome
58 John Street, Woollahra	58,086	Upheld with amended plans
635 New South Head Road, Rose Bay	35,324	Consent orders
4-8 Patterson Street, Double Bay	35,275	Consent orders
2 Cascade Street, Paddington	34,363	Upheld with amended plans
746 New South Head Rd, Rose Bay	34,195	Upheld with amended plans
9A Cooper Park Road, Bellevue Hill	33,430	Dismissed
13 Cove Street, Watsons Bay	31,803	Upheld subject to conditions
23 Sutherland Crescent, Darling Point	29,534	Consent orders
22 New South Head Road, Vaucluse	28,721	Ongoing
6-19 Cecil Street, Paddington	23,465	Upheld
11 Belah Avenue, Vaucluse	23,195	Consent orders
3A Buckhurst Avenue, Point Piper	21,538	Upheld subject to conditions
37 Bathurst Street, Woollahra	20,259	Upheld

Development Control cases between \$10,000 and \$20,000		
Address	Cost \$	Outcome
28 Bay Street, Double Bay	19,658	Upheld with amended plans
9A Cooper Park Road, Bellevue Hill	18,331	Consent orders
3 Hampden Avenue, Darling Point	16,201	Consent with amended plans
2 Mona Road, Darling Point	15,345	Consent orders
9 Sutherland Crescent, Darling Point	15,259	Consent orders
12 Balfour Road, Rose Bay	13,951	Consent orders
58 Glenmore Road, Paddington	13,081	Upheld
254-256 Old South Head Road, Bellevue Hill	10,114	Upheld

Development Control cases under \$10,000		
Address	Cost \$	Outcome
17 & 19 Small Street, Woollahra	9,635	Discontinued
31 Glenmore Road, Paddington	9,424	Upheld
135 Hopetoun Avenue, Vaucluse	9,383	Consent with amended plans
9 Trahlee Rd, Bellevue Hill	8,469	Consent orders
1 Magney Street, Woollahra	7,934	Consent orders
16 Gosbell Street, Paddington	7,317	Consent orders
37-37A New South Head Road	6,557	Upheld
45 Kambala Road, Bellevue Hill	5,723	Consent with amended plans
30 Gosbell Street, Paddington	4,534	Upheld
7 Stephen Street, Paddington	4,533	Consent orders
594 New South Head Road, Rose Bay	4,450	Upheld
19 Alton Street, Woollahra	4,087	Discontinued
254-256 Old South Head Road, Bellevue Hill	2,641	Discontinued
29-53 Victoria Road, Bellevue Hill	2,635	Dismissed
102-106 Oxford St, Paddington	2,192	Consent orders
36 Hopewell Street, Paddington	1,961	Consent orders
3 Lindsay Avenue, Darling Point	1,819	Discontinued
150 Hargrave Street, Paddington	1,800	Discontinued
Scots College	1,750	Discontinued
82 John Street, Woollahra	1,537	Discontinued
42A Wolseley Road, Point Piper	111	Upheld
Total Development Control Legal Costs	\$629,617	
Building & Compliance cases over \$10,000		

Address	Cost \$	Outcome
48 Cambridge Avenue, Vaucluse	62,090	Ongoing
2 Mona Road, Darling Point	27,910	Discontinued
1 Moncur St, Woollahra	16,207	CDC surrendered - Discontinued

Building & Compliance cases under \$10,000		
Address	Cost \$	Outcome
103 Darling Point Road, Darling Point	9,433	Land & Environment Court - Appeal Upheld/Costs & Court of Appeal - Successful
164 Sutherland St, Paddington	7,150	Legal advice
6/29 Drumalbyn Rd, Bellevue Hill	2,738	Successful
12 Balfour Road, Rose Bay	2,299	Discontinued
32 Adelaide Street, Woollahra	1,963	Successful
76 Old South Head Road, Woollahra	1,491	Discontinued
19 Alton Street, Woollahra	1,441	Ongoing
49 Brown Street, Paddington	1,138	Discontinued (with costs to Council)
8 Wiston Gardens, Double Bay	230	Successful
Total Building & Compliance Costs	\$134,090	

Fire Safety Management		
Address	Cost \$	Outcome
Rose Bay Marina	6,346	Consent orders issued
10 Cross Street, Double Bay	3,328	Successful
2 Norwich Road, Rose Bay	3,192	Successful
206A Victoria Road, Bellevue Hill	3,138	Ongoing
21 Flinton Street, Paddington	2,691	Discontinued
4 Birriga Road, Bellevue Hill	2,500	Ongoing
224 Old South Head Road, Bellevue Hill	1,161	Discontinued - by respondent
347 Edgecliff Rd, Woollahra	185	Successful
Total Safety Management Costs:	\$22,539	

Animal Control		
Address	Cost \$	Outcome
44 Yarranabbe Road, Darling Point	4,364	Consent orders issued
26 Ray Street, Vaucluse	2,380	Consent orders issued
Total Animal Control Costs	\$6,743	

Environment & Public Health Services		
Address	Cost \$	Outcome
63 Fitzwilliam Road Vaucluse	26,387	Successful
1 Beach Street, Double Bay	3,926	Discontinued
Total Environmental & Public Health Services costs	\$30,313	

Carparks		
Matter	Cost \$	Outcome
Management of car parks	156,040	Appeal successful - damages repaid by Council plus interest, costs awarded against Council
Carparks Total	\$156,040	

Executive		
Matter	Cost \$	Outcome
NSW State Government Merger Proposal	691,960	Lost - appeal lodged
Total Executive Costs	\$691,960	

Total Legal Proceedings	\$1,671,302	
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Condition of Assets

Integrated Planning and Reporting Manual 2013

Council assets provide important services to our community. Council is committed to applying best practice asset management across all areas of Council. This includes ensuring assets are planned, created, operated, maintained, renewed and disposed of in accordance with Council’s and the community’s priorities for service delivery.

Council has a Property Asset Steering Committee to assist with these processes and our Asset Management Plans were reviewed and updated during 2015/16.



Key assets held in the Woollahra community	
Asset	Quantity
Road pavement including islands, medians, etc	1,284,254 sqm
Concrete bridge structure	1
Kerb and gutter	281 km
Footpaths including stairways, kerb ramps	456,553 sqm
Drainage - Pipelines	106 km
Drainage - Pits & SQIDs (Stormwater Quality Improvement Devices)	4,624
Boat ramps, floating pontoons	3
Wharves (RMS 4, Seaplane private 1, public 1)	6
Harbour Swimming Pools	3
Seawalls	4.2 km
Retaining Walls	7.2 km
Bus Shelters	73
Open Space	102 ha
Bushland	30 ha
Parks	94
Playgrounds	25
Exercise equipment areas	4
Sportsfields	19
Sportsgrounds (larger areas with fields)	7
Individual Courts (tennis 22, netball2, basketball 3, cricket nets 6, cricket wickets 11)	44
Public Halls/Community Centres	15
Public Libraries	3
Council car parks	7
Chambers	1
Preschool	1
Kiaora Place	1
Other Investment Properties	2

Asset condition assessments are programmed each year.

A visual assessment is measured using a 1 to 5 rating system as follows:

Condition rating		
1	As new / Excellent	Only planned maintenance required.
2	Very Good / Good	Only minor maintenance plus planned maintenance required.
3	Good / Average	Significant maintenance work required.
4	Poor	Significant renewal / upgrade required.
5	Failed / Very Poor	Unserviceable. Urgent renewal / upgrading required.

Condition as a percentage of Written Down Value

Condition of public works					
Asset Class	Excellent (1) % of WDV*	Good (2) % of WDV*	Average (3) % of WDV*	Poor (4) % of WDV*	Very Poor (5) % of WDV*
Buildings	16%	66%	18%	0%	0%
Roads	24%	36%	39%	1%	0%
Stormwater Drainage	66%	10%	22%	2%	0%
Open Space / Recreational Assets	21%	34%	40%	5%	0%

* WDV – Written Down Value

Maintenance cost of public works			
Asset Class	Estimated cost to bring up to a satisfactory standard \$'000	Required annual maintenance \$'000	Actual Maintenance 2015/16 \$'000
Buildings	\$0	\$739	\$791
Roads	\$2,801	\$1,594	1,478
Stormwater Drainage	\$540	\$156	\$154
Open Space / Recreational Assets	\$1,495	\$3,231	\$3,259
All Assets	\$4,836	\$5,720	\$5,682

Buildings Condition Profile

Assets in this class include items such as Libraries, Community Buildings, Car Park Buildings, Kiosks and Amenities, Sportsfield and Park Buildings, Council Chambers and Depot Buildings.

Council obtains independent "fair value" valuations of its Buildings every 5 years. The Gross Value of each building is obtained by applying a unit rate based on its current replacement cost. All buildings are physically inspected for valuation.

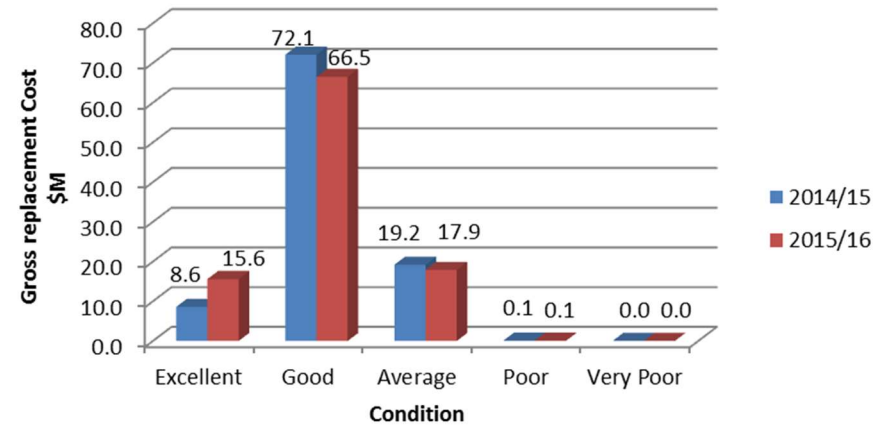
Council staff assess the condition of the buildings by site inspection at least every twelve months. Depending on the nature of the facility, more frequent assessments may be deemed necessary. The incorporation of condition assessments as part of maintenance processes ensures there is a structured, objective process for identifying the demand for condition-based maintenance works to meet strategic and operational priorities. Such works form part of Council's comprehensive annual works program of maintenance and capital works including life cycle maintenance works, in conjunction with preventative, statutory and reactive (unplanned) maintenance work, over the immediate, medium and long term.

In addition to the condition assessments performed by Council staff, expert service providers are engaged to undertake specialist inspections and audits, such as asbestos surveys, fire safety audits, thermal surveys of electrical switchboards, security inspections etc as required.

Currently Council has no poor condition buildings.

The following chart presents the condition profile for building assets:

Buildings Condition



Infrastructure Assets

This asset class includes, road carriageway, wearing and base course, kerb and gutter, footpaths, traffic facilities and bridges.

Council's Asset Management System contains detailed information and specifications for Council roads, kerb and gutter and footpaths, stormwater infrastructure, retaining walls (roads) and sea walls.

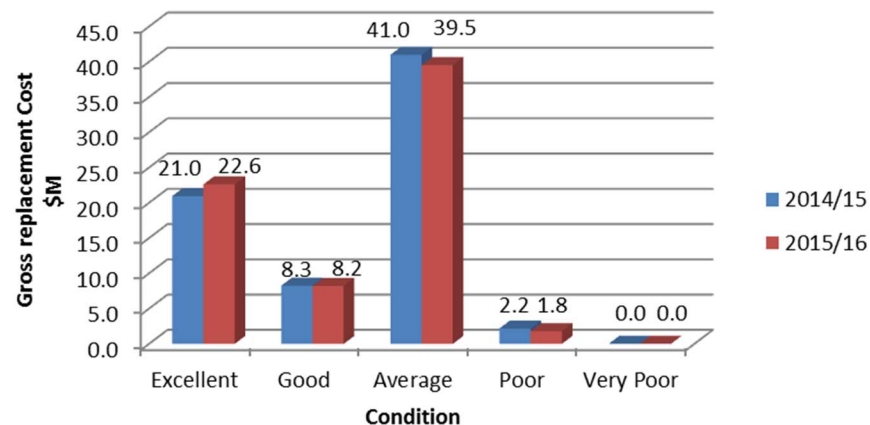
Staff perform proactive asset inspections to determine additional maintenance is required in some areas.

Council has Asset Management Plans which detail asset management practices which outline how Council renews and maintains its assets in the most cost effective manner. The Asset Management Plans are reviewed and updated annually.

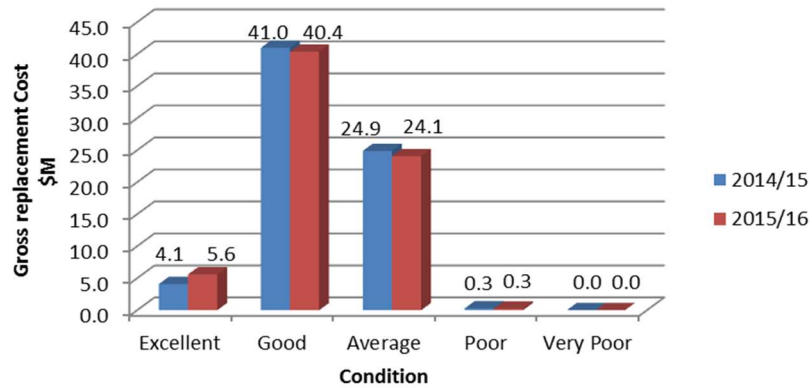
During 2015/16, Council spent \$8.1M on Infrastructure Asset Renewals. Some projects include: Paddington Street Paddington, Nelson Street Woollahra, South Avenue Double Bay, Edgecliff Road Business Centre Paving (cont.), Fairfax Road Double Bay, Salisbury Road Bellevue Hill, Darling Point Road at Mitchell Road Darling Point and numerous road resheeting projects and footpath upgrades across the municipality.

The following charts present the condition profiles for road pavement, footpaths, kerb and gutter assets:

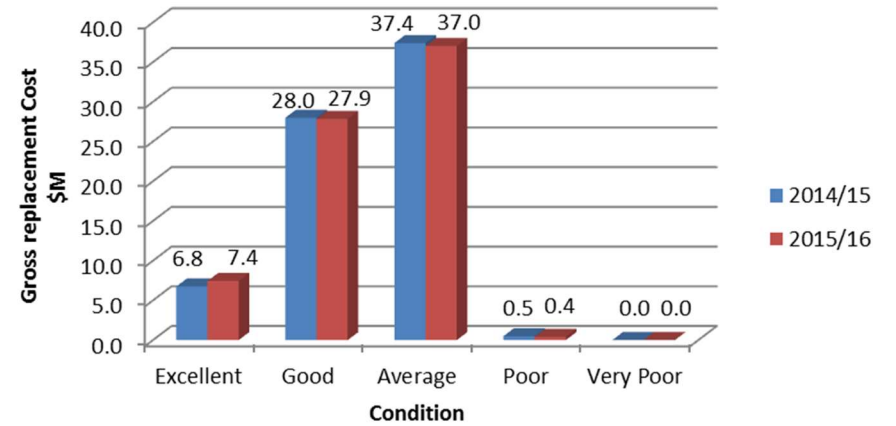
Road Assets Condition



Footpath Condition



Kerb & Gutter Condition



Example of condition ratings: Concrete footpaths



Drainage Condition Profile

Capital works for the drainage assets are programmed with regard to the following:

- The results of flooding and drainage studies carried out;
- Known problem areas;
- Drainage lines which are known to be in poor condition;
- Drainage issues identified in Council’s stormwater inspection program; and
- The estimated age of construction of drainage infrastructure.

Council has an extensive drainage network and assessing the condition of the drainage infrastructure is a difficult process. Council has an on-going Stormwater Network Assessment program which identifies the condition of our drainage assets. Approximately 35% of the stormwater network has been reviewed.

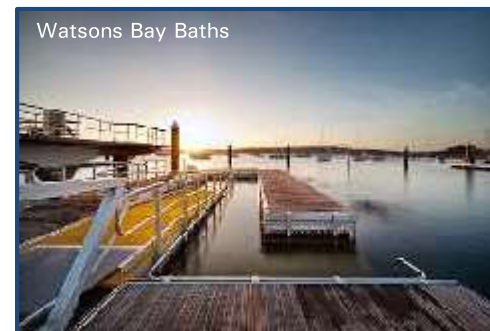
Other Assets

Other Assets includes harbourside structures, seawalls, land improvement assets and retaining walls.

Harbourside Structures

Council is responsible for two recreational wharves: Yarranabee Park Wharf & Pontoon; and Parsley Bay Wharf. The other harbourside structures include: the Murray Rose Pool; the Parsley Bay Footbridge; and the Watsons Bay Baths.

Council continues to monitor the condition of its Harbourside Structures and plan improvements as required.



Watsons Bay Baths



Seawalls

Council manages over 4km of seawalls in the Woollahra municipality.

The estimated capital renewal cost for seawalls is determined by identifying the seawalls that are falling below the desired level of service and that are coming to the end of their estimated economic lives within the next five years. The capital renewal expenditure has been based on replacement costs derived from previous works. The desired works for the seawalls is to upgrade most of the seawall assets rated as Condition 3 (needing minor repairs) through the five year Capital Renewal Program.

During 2015/16, Council reconstructed a part of the Lyne Park seawall as stage 1 of seawall renewal works of the eastern section of the Lyne Park Seawall in collaboration with the NSW Government.



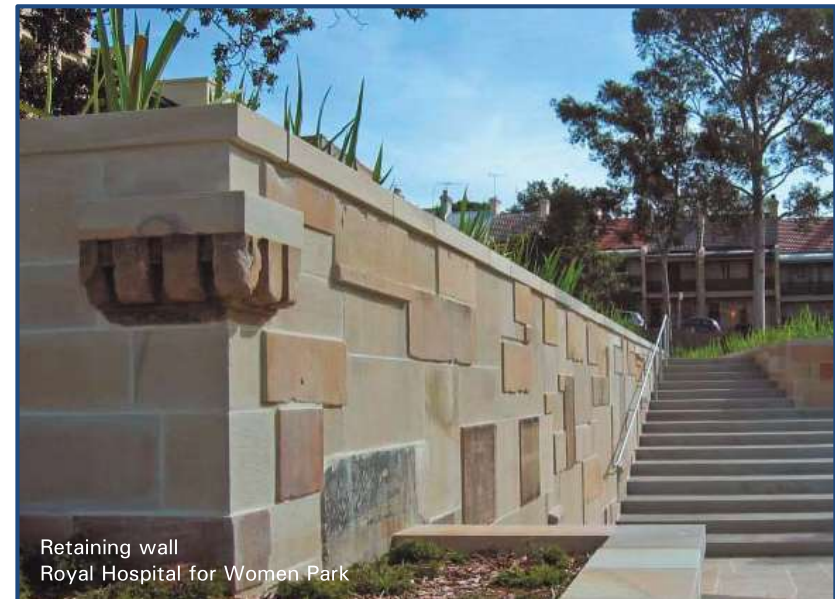
Retaining Walls

Council manages approximately 7km of retaining walls in the Woollahra municipality.

Over the past several years, some retaining walls have reached the end of their service life and therefore require full reconstruction.

Determining the method of reconstructing a retaining wall often requires site inspections and engineering recommendations. It may also involve extensive geotechnical investigation and subsequent detailed engineering design.

During 2014/15, Council engaged a structural engineering consultant to undertake a comprehensive study on these structures. The study report was completed in 2015/16 and the outcomes of this study will be incorporated into the 5 year Capital Works Program and Asset Management Plans.



Retaining wall
Royal Hospital for Women Park

Land Improvement (Recreational) Assets

Assets in this class include items such as playgrounds, rotundas, fountains, irrigation infrastructure, footpaths, park lighting, fencing, tennis courts, sportsfield surfaces, park seats, picnic tables, signs and bins.

Council's Asset Management Plan for Land Improvements is currently in draft format. The Plan details asset management practices to meet the required level of service in the most cost effective manner.

Additionally, a Recreational Needs Assessment and Strategy is also in draft format which will be used to inform the scope of recreational opportunity being offered within the Woollahra Local Government Area (LGA), assess the appropriate levels of service for associated recreational assets and gauge future demand in terms of the function, capacity and use these assets.

During 2015/16, a number of capital works renewals and upgrades were undertaken including:

- upgrade of irrigation at Christison Park Sportsfield
- upgrade the middle section of the Rosewood Walk in Cooper Park
- renewal of the Steyne Park Bore
- upgrade of the Holdsworth Community Centre Playground
- upgrade of park furniture at Duff Reserve
- upgrade of Marine Parade Lights
- various park signage upgrades and replacements
- park furniture renewals and installations throughout the LGA



Celebrating the Holdsworth Community Centre Playground Upgrade

Environmental and Infrastructure Works Program

Rate Variation Condition of Approval

The Environmental Levy was first introduced in 2002, allowing Council to fund a range of specific improvement projects under the Environmental Works Program. In 2006, Council extended the Environmental Levy to include a program of infrastructure renewal projects. The new combined Environmental & Infrastructure Renewal Levy (E&IRL) was approved for a period of 5 years.

In 2011 the Independent Pricing & Regulatory Tribunal approved the permanent renewal of the E&IRL. This Levy will provide ongoing funding for environmental and infrastructure renewal projects.

Environmental Works Program

Environmental Education and Awareness

Cooper Park Community Garden

The feasibility study into a new community garden at North Cooper Park was finalised, including a geotechnical report that determined the area to be suitable for the proposed use as a food garden. Stage 1 also included community consultation in the surrounding area to identify support for the garden. Most survey respondents support the initiative and wish to be involved in the garden at some capacity.

Further expressions of interest and engagement activities are planned to identify a core resident group that will start a community group and establish a formal garden at the proposed location. Woollahra Council is committed to work with the residents to establish the Cooper Park garden in 2016/17.

The Environmental Works Program (EWP) has and will continue to deliver stormwater quality, improved bushland condition, environmental education, water and energy savings, reduced pollution, and flood management benefits to our local community.

The following is a summary of the activities in the 2015/16 financial year.

Environmental Sustainability Action Plan

Council is continuing to implement the adopted Woollahra Environmental Sustainability Action Plan which sets out actions and environmental targets to improve and conserve biodiversity, reduce energy, water and waste and improve sustainable transport options.



Sustainability Workshop Series

Council facilitated 11 sustainability workshops between July 2015 and June 2016. The workshop series includes presentations and hands on activities aimed at providing people with some basic skills to make sustainable choices and embed sustainability in everyday life. Approximately 385 people booked to attend our workshops and environmental events.



Environmental Schools Sculpture Prize

The 2015/16 theme 'Patterns in Nature' attracted 64 entries from 5 different schools in the Woollahra area. The quality of the entries demonstrates the children's passion for arts and the environment. The group entries also highlight the students' ability to undertake collaborative projects.



Winner of Junior Category: "The Big Busy Bee"

National Tree Day 2015

Over 750 seedlings of native trees and bushes were planted as part of the 2015 National Tree Day event. More than 170 people attended the event, which included a lunch barbecue and wildlife display show with native animals.

Summerama 2016

Woollahra Council ran two popular activities in January 2016: Rockpool Ramble tours at Bottle and Glass Point in Nielsen Park (Vaucluse) and Snorkelling Discovery tours at Camp Cove beach (Watsons Bay). These fun, family friendly activities are designed to improve community awareness about coastal biodiversity and the need to better manage the coastline.



Summerama 2016 @ Watson Bay

Schools Network

The Eastern Suburbs Schools Sustainability Network (ESSSN) was established in 2007 as a collaboration between Woollahra, Waverley and Randwick Councils to support local schools in implementing school-based sustainability initiatives.

At the end of each year the ESSSN holds the Sustainable School Awards, where schools and child care centres are rewarded for their outstanding achievements on their school sustainability projects. The meetings are regularly attended by various Woollahra schools and 3 local schools applied for a sustainability award in 2015/16.

School Visits and Presentations

Education programs for schools and preschools on recycling and waste avoidance, composting, worm farming, biodiversity, energy saving, water saving and being resourceful continued throughout the year. In 2015/16 Council has carried out 25 visits to schools and pre-schools in the local area.

Environmental Grants

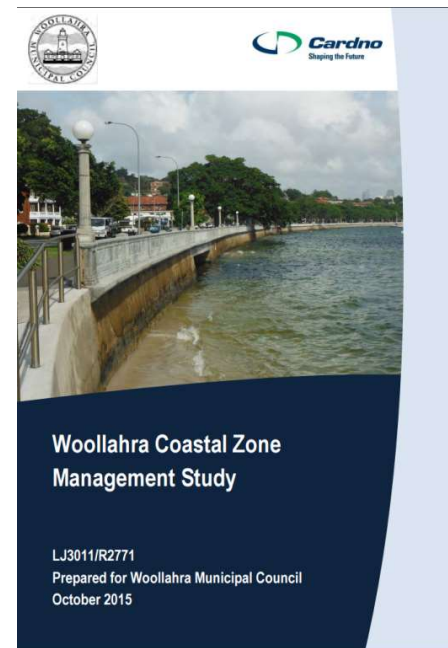
The Community Environmental Grants program continues to support local schools, childcare centres and community groups to implement their own environmental projects. Eleven projects have been awarded \$10,640 in grant funding in 2016.

Water Quality Treatment and Coastal Management

Coastal Zone Management Plan

Council has commenced work on Stage 2 of the Woollahra Coastal Zone Management Plan by completing the Woollahra Coastal Zone Management Study.

The preparation of Coastal Zone Management Study has involved two key components: a scoping study and literature review (Part 1), and a coastal zone study (Part 2) which involved conducting additional investigations of coastal and estuarine processes. It establishes the scientific foundation for management of the Woollahra coastal zone



Conserving Water - Rainwater tanks

In 2015/2016 Council has installed three new rainwater tanks at Trumper Park, Fletcher Street Depot and Colleagues Sports field. Council now has 17 rainwater tanks which are capable of holding 240,000L of rainwater. Rainwater is used for irrigation or flushing toilets at these sites which is offsetting the need to use clean drinking water.

Gross Pollutant Traps

Council has installed a new Gross Pollutant Trap into Rose Bay Park to assist in removing litter and waste from stormwater so it doesn't get into the harbour. There are now 15 Gross Pollutant Traps across the local government area which was responsible for stopping 42 tonnes of litter and waste from entering the harbour during 2015/2016.

Bushland and Waterway Management

Bushland and waterway management activities include:

- the protection, restoration and enhancement of natural bushland areas;
- the prevention of weed intrusion into remnant bushland; and
- the rehabilitation of creek systems to prevent erosion, and to minimise sediment and nutrient transport to harbour waters.

Bush regeneration works are carried out by Council's bush management team and valued bushcare volunteers at Gap Park, Trumper Park, Parsley Bay, Harbour View Park and Cooper Park

Litter Management

Council has continued its beach cleaning operations, which include a combination of hand cleaning and mechanical cleaning along the harbour foreshore to reduce the amount of pollution entering the harbour.

Environmental Levy funds continue to contribute towards the monitoring and cleaning of raingardens and litter nets across Woollahra. Contractors have been commissioned to remove litter, pollution and sediments from raingardens in Bellevue Hill, Rose Bay, Lyne Park and Parsley Bay.

Woollahra Carbon Strategy and Action Plan

Council continues to implement projects included in the Woollahra Carbon Reduction Strategy and Action Plan 2010-2025.

Investing in Renewable Energy

During 2015/16 Council installed solar panels onto Fletcher St Depot, Quarry St Depot, Cooper Park Community Hall and Hugh Latimer Centre. This brings Council's total renewable energy up to 88kW. The investment into renewable energy will lower Council's energy cost while reducing the Council's environmental footprint.

Energy Efficient Street Lighting

Since 2013 Council has switched to replacing old street light with new, energy efficient, LED lights. To date Council has installed 389 LED lamps across residential areas. These lamps use 60% less energy which is lowering Council's energy spend and reducing emissions.

Expanding Bicycle Paths

Council installed an additional 950m of shared bicycle paths along Old South Head Road during 2015/16. This project gives all types of cyclist a safe option to navigate a busy transport artery which will encourage more residents to cycle. This project brings Council's total bicycle lanes to 24km.

3 Council Regional Environment Program

A Memorandum of Understanding establishing the formal working relationship between Woollahra, Waverley and Randwick Councils was signed in December 2007 by the General Managers.

This program focuses on implementation of a range of tangible actions achieving measurable reductions in Energy, Water and Waste across the Eastern Suburbs.

Ongoing Projects include:

- Compost Revolution – Online tutorials and workshops to educate residents and provide them with compost bins and worm farms.
- Solar My School – Helping schools and preschools across the Eastern Suburbs to install solar PV (photovoltaic) systems to reduce their energy demand and greenhouse gas emissions
- Drive the adoption of electric vehicles – planning for electric vehicle charging infrastructure at key shopping, leisure and commuter locations to enable the uptake of electric vehicles for both residents and businesses
- Barrett House - Sustainable demonstration house, used as a joint Council venue for sustainability events and workshops.
- Commercial Organic Recycling Business Case – Investigations to determine the feasibility of establishing a commercial organics collection service for Council's trade waste customers.

In December 2015, the Draft Eastern Suburbs Low Carbon Plan was developed. The Plan identified six cost effective and feasible opportunities for reducing greenhouse gas emissions across the Eastern Suburbs. The three Councils are currently finalising a regional Sustainable Water Plan, which was expected to be completed in November 2016.

Stormwater Management Services and Coastal Protection Services Levy

Local Government (General) Regulation 2005 cl 217 (1) (e), (e1)

Stormwater Management Services

Council's annual Stormwater Capital Works Program is funded by the Stormwater Management Charge.

2015/16 STORMWATER MANAGEMENT PROJECTS		
Project	Project Description	Status as at 30 June 2016
Stormwater Network Condition Assessment	This is a proactive inspection program of Council's stormwater network which aims to assess the condition of the assets and prioritise future capital works programs. Stormwater CCTV program is currently being implemented targeting known drainage problem areas. The data is also being incorporated into Council's Stormwater Defects Register which Council's Civil Operations Team use to formulate their maintenance programs. This is an on-going project which will be undertaken in stages.	Complete
Stormwater Small Works	This is for stormwater and drainage improvement projects. Works completed in 2015/2016 included various stormwater and drainage improvements in Kidman Lane; Trumper Park; Sisters Lane; Wolseley Road; Rose Bay Park; Parsley Road; Drumalbyne Road; Cooper Park; Giralang Avenue and Tara Street.	Complete
Storm Damage Works 2015/16	A number of emergency works were required as a result of a number of storm events that occurred in 2015/16. Stormwater Emergency Works included: Carlotta Walkway; 18 Milton Street Broken Pit; 22 Milton Street Flood Diversion Structure; Scots College Footpath Collapse; 93 Drumalbyne Road and Greycain Place Pipe Failure; Boronia Street Pipe Failure; Harris Street Embankment.	Complete
South Street - Stormwater Line	Project complete. Project involved the construction of a new stormwater line through railway reserve. Relevant approvals were obtained with Railcorp and Transport for NSW.	Complete
Stormwater Inlet Capacity Program	A number of stormwater pits and inlets were increased across the municipality to improve the local drainage network.	Complete
Stormwater Network Condition Assessment	This is a proactive inspection program of Council's stormwater network which aims to assess the condition of the assets and prioritise future capital works programs. Stormwater CCTV program is currently being implemented targeting known drainage problem areas. The data is also being incorporated into Council's Stormwater Defects Register which Council's Civil Operations Team use to formulate their maintenance programs. This is an on-going project which will be undertaken in stages.	Complete

Coastal Protection Services Levy

Council does not levy an annual charge for Coastal Protection Services.

Subsidised Work on Private Property

Local Government (General) Regulation 2005 cl 217 (1) (a4)

Council did not carry out any works on private land during 2015/16.

Partnerships with other Organisations

Local Government (General) Regulation 2005 cl 217 (1) (a8)

Public Private Partnerships

A public private partnerships (PPP) is “an arrangement between a council and a private person for the purposes of: (a) providing public infrastructure or facilities (being infrastructure or facilities in respect of which the council has an interest, liability or responsibility under the arrangement), or (b) delivering services in accordance with the arrangement, or both”.

PPP between Council and Gloxinia Investments Pty Ltd

In 2006 Council, as freehold owner of the land, resolved to enter into a PPP with Gloxinia Investments Pty Ltd in relation to redevelopment of The Cosmopolitan Centre, Knox Street, Double Bay.

The PPP involves a 99 year lease to Gloxinia Investments Pty Ltd for the ground level retail stratum and the upper residential stratum with Council owning the middle carpark stratum containing 78 car spaces, function room and office space.

PPP between Council and Woolworths Ltd

In 2011 Council resolved to enter into a PPP with Woolworths Ltd for the redevelopment of various parcels of land owned by Woolworths and Council around Kiaora Lane and Kiaora Road in Double Bay.

The redevelopment proposal comprised:

- Stage 1 on the Kiaora Lane carpark site containing a Woolworths Supermarket, Dan Murphys Liquor, About Life, Goodstart, other speciality retail and car parking.
- Stage 2 on the New South Head Road site containing Council’s new state-of-the-art Woollahra Library, Commercial Tenancies, Specialty Retail Tenancies and a Public Arcade between Kiaora Lane and New South Head Road.

Council purchased each Stage upon completion and now owns the development known as Kiaora Place.

Double Bay Chamber of Commerce

Council works alongside the Double Bay Chamber of Commerce (DBCC) which was founded to help the growth of Double Bay with a commitment to helping the local business community. Following on from participation in the Future Cities Program, Double Bay now has a Place Plan, a single plan for the future of Double Bay. The Plan has been endorsed by the Chamber of Commerce and Council, sets out an ambitious series of strategies, priorities and actions aimed at achieving a new vision and place story for Double Bay.

Council considers annually its involvement with the DBCC. In 2015/16 Council resolved to contribute an amount not exceeding \$95,880 for the purpose of undertaking the activities set out in the Chamber’s funding submission “DBCC Business Plan & Funding Submission FY 15/16”.

Paddington Business Partnership

Paddington Business Partnership (PBP) is an inclusive group of Paddington business people working closely with residents and local councils to help nurture and protect their unique precinct. In 2015/16 Council provided funding of \$45,900 to the PBP.

Holdsworth Street Community Centre

Holdsworth Street Community Centre (HSCC) is a non-government, membership based incorporated association working for the community. HSCC offers a range of programs that are responsive to the identified need of all residents living within the Woollahra local government area and surrounding suburbs, especially those disadvantaged by age, income, disability or social isolation, and to families with young children. Their dementia, disability and carer support programs are funded for residents of five Eastern Sydney local government areas (Woollahra, Randwick, City of Sydney, Waverley and [former] Botany).

Council has in place a funding agreement providing financial funding and use of premises/maintenance. The financial support and in-kind support from Council is to help HSCC to continue to provide community services, meal services and community transport.

In 2015/16 Council provided funding of \$906,184 including funding to Holdsworth Street Community Centre Woollahra Inc, Woollahra Seniors and Holdsworth Family Services Inc.

Woollahra Public Art Trust

Established in 2012 by Woollahra Council, the Woollahra Public Art Trust is a not-for-profit independent body formed with the purpose of encouraging and securing financial donations, as well as artwork donations and artwork loans.

Council provides funding to the Trust to enable the Trust to meet its aims to collect, preserve, commission, display and promote works of art for the benefit of residents and visitors to the Woollahra Municipality – making the local area synonymous with contemporary art.

Waverley / Woollahra State Emergency Service (SES)

The State Emergency Service is an emergency and rescue service dedicated to assisting the community with temporary restoration of flood & storm damage.

In July 2015, the Waverley/Woollahra unit opened their new headquarters located under Syd Einfield Drive in Bondi Junction on a space leased from Roads and Maritime Services (RMS). The facility includes an operations centre for use during storm and floods, training facilities, equipment and vehicle stores and offices.

The Waverley/Woollahra Local Headquarters operation is largely made up of volunteers from within the Waverley and Woollahra Local Council areas. Other volunteer members are drawn from the Sydney metropolitan area.

Council is a member of the following organisations:

Premsure

Premsure is a Local Government Mutual Self Insurance Pooling Group for Public Liability/Professional Indemnity Insurance. The members of Premsure during 2015/16 were Manly, Waverley and Woollahra Councils. The Group continues to deal with claims up to 31 October 1999 when Council changed its insurance cover to "Statewide Mutual".

The Pooling Group has not operated for some years and has been managing existing claims on their books. Having regard to the age of Premsure and the fact that there is only one outstanding claim, advice has been sort in relation to the benefits or otherwise of "winding up" Premsure.

Southern Sydney Regional Organisation of Councils (SSROC)

SSROC is a regional organisation of councils in the southern area of Sydney. SSROC provides a forum for the councils to deal with issues they have in common, particularly those that cross boundaries. Key issues under consideration include the environment, transport, procurement, waste, library services and planning.

Sydney Coastal Councils Group

The Sydney Coastal Councils Group is a group councils adjacent to Sydney marine and estuarine environments and associated waterways. The Group was established in 1989 to promote the co-ordination between member councils on environmental issues relating to the sustainable management of the urban coastal environment.

Companies controlled by Council

Local Government (General) Regulation 2005 cl 217 (1) (a7)

The Council did not have a controlling interest in any companies in the period 2015/16.

Functions delegated to other Organisations

Local Government (General) Regulation 2005 cl 217 (1) (a6)

There are no external bodies exercising Council functions.

Planning Agreements

Environment Protection Act Sec 93G (5)

Council did not enter into any planning agreements during 2015/16.

Rates Written Off

Local Government (General) Regulation 2005 cl 132

The amount of Rates and Annual Charges written off by Council in 2015/16:

Category	Amount
Pensioner Rebates - mandatory ¹	\$247,613
Pensioner Rebates - voluntary ²	\$118,591
Rates - other (including Postponed Rates)	\$21,490
Interest (including postponed interest)	\$2,174
Domestic Waste Management Charges	\$19,633
Stormwater Management Charges	\$405
Total Rates and Annual Charges Abandoned	\$409,906

1. The mandatory rebate granted is 50% of the Rates and Annual Charges levied to a maximum of \$250. The State Government reimburses Council 55% of the total rebates granted.
2. In addition to the mandatory rebate, Council rebates 100% of the Environmental and Infrastructure Renewal Levy to all eligible pensioners.

Councillor Expenses

Local Government (General) Regulation 2005 cl 217 (1) (a1)

The Council has adopted a policy that governs the expenses allowable for conferences and seminars, the types and monetary limits of expenses Councillors can claim reimbursement for and the facilities to be made available to the Mayor and Councillors.

The cost of Councillor expenses and provision of facilities to Councillors in accordance with Council's Policy for the 2015/16 period was as follows:

Expense / Facility	Cost \$
Provision of dedicated office equipment allocated to Councillors	Nil
Telephone fixed line, mobile calls and internet expenses	\$24,339
Attendance at conferences and seminars	\$10,792
Training and skill development expenses	Nil
Interstate visits undertaken by Councillors	Nil
Overseas visits undertaken by Councillors	Nil
Expenses of spouse or partners	Nil
Expenses involved in the provision of child care	\$1,770
Stationery & miscellaneous goods and services	\$17,528
Motor vehicles expenses	\$9,687
Catering for afterhours Council, Committee, Sub-Committee and Working Party meetings	\$26,352
Total	\$90,468

Overseas Visits

Local Government (General) Regulation 2005 cl 217 (1) (a)

There were no overseas visits undertaken by Councillors, Council staff or other persons representing the Council during 2015/16.

Privacy and Personal Information Protection

Annual Reports (Statutory Bodies) Regulation 2010 Cl 10 (3)

Privacy and Personal Information Protection Act 1998

Clause 10(3) of the Annual Reports (Statutory Bodies) Regulation requires Council to include in its Annual Report the following information:

- (a) A statement of the action taken by Council in complying with the requirements of the Privacy and Personal Information Protection Act, and
- (b) Statistical details of any review conducted by or on behalf of the Council in relation to possible actions by Council that may have contravened the Privacy and Personal Information Protection Act.

Statement of the action taken in complying with the requirements of the Act

The Privacy and Personal Information Protection Act provides for the protection of personal information and for the protection of the privacy of individuals. It establishes twelve Information Protection Principles which cover the collection, storage, use, disclosure of and access to an individual's personal information.

Council is also required to protect the health information of individuals through the Health Records and Information Privacy Act. This Act establishes fifteen Health Privacy Principles which cover the collection, storage and security, use, disclosure of and access to an individual's health information.

Council's Privacy Management Plan is based on the Model Privacy Management Plan for Local Government prepared by the Office of Local Government and the requirements of the Privacy and Personal Information Protection Act and the Health Records and

Information Privacy Act into a Privacy Management Plan. The Privacy Management Plan details how Council will manage an individual's personal and health information.

The Privacy Management Plan specifically addresses:

- Definitions
- Public Registers
- Information Protection Principles (PIIPA)
- Health Information Protection Principles (HRIPA)
- Promoting Privacy and Implementation of the Privacy Management Plan
- Review Rights and Complaints
- Other Relevant Matters

Statistical details of any review conducted by or on behalf of the Council

There were no applications for review of Council's actions under The Privacy and Personal Information Protection Act during the period 1 July 2015 to 30 June 2016.

There were no applications for review of Council's actions under the Health Records and Information Privacy Act during the period 1 July 2015 to 30 June 2016.

Equal Employment Opportunity Management Plan

Local Government (General) Regulation 2005 cl 217 (1) (a9)

The EEO Management Plan is integral to the maintenance of our cultural values not just a matter of legislative compliance.

We build these values and our commitment to EEO in the way we structure our Workforce Plan which in turn forms part of the overall Resourcing Strategy.

In accordance with Council's Equal Employment Opportunity Management Plan the following activities have been undertaken during the financial year 2015/16.

Equal Employment Opportunity Policy

- The EEO policy was continually reviewed and available to all staff through electronic database, noticeboards, briefings and employee self-service (HR Central). The policy can also be accessed through council's intranet (The Hub).
- All new employees are provided with the EEO policy in their new starter pack.
- The two hour EEO module is delivered at every corporate induction.
- Refresher EEO training is conducted on a biennial basis across council and last year was attended by 128 staff and in 2015/16 we inducted 27 staff with instruction on EEO.

Other HR Policies and Procedures

The practice of continually reviewing the following policies has ensured we are compliant with legislation and encourage diversity and equity in the workplace:-

- Recruitment and selection
- Conditions of employment
- Flexible work options
- Grievances
- Learning & development
- Higher duties

Contact Officers

- The use of contact officers as an option in the grievance procedure has been continued.
- The contact officers provide a constructive alternative for staff members to access information and support.
- The contact officer's role continues to be promoted and new contact officers are added when required.
- Information folders are provided to each contact officer. Ongoing information is supplied to all contact officers to keep them up to date.
- A promotional poster of all contact officers has been provided to staff and placed on the noticeboards throughout the Council.
- A brochure promoting contact officers and their role is provided to all new employees at induction.

Recruitment & Selection

- Information packs are available to all prospective applicants. The pack includes the 'How to Apply for a Job' brochure which includes a statement on EEO and advises that there will be questions on EEO at an interview.
- All employment advertisements continue to include the statement that Council is an EEO employer.
- The EEO Policy is accessible by candidates through employment pages on the Internet.
- Recruitment panels are made aware of EEO principles and are briefed on EEO guidelines to follow prior to any interview process.
- All recruitment panel members are required to participate in a training program.
- The training program covers EEO principles and their application in the recruitment and selection process.

Appointment, Higher Duties and Transfer

- All permanent vacant positions are advertised to ensure every person has the opportunity to apply.
- For long term acting duties, expressions of interest continue to be invited to ensure fair consideration of all interested staff.

Learning and Development

- The training calendar is promoted to all staff so they are aware of all available training.
- The training calendar is on HR Central and can be accessed through the Council's intranet (The Hub).
- All staff can apply for internal and external training.
- Managers and Directors received refresher training in EEO.
- All internal training is reviewed to ensure EEO principles are adhered to.

- Corporate Induction continues to include a compulsory 2 hour module on EEO for all new staff. It covers EEO, harassment and discrimination, Council's policies and commitment, grievance procedures, contact officers and acceptable workplace behaviour.

Grievance Procedure

- The grievance procedure is provided to all staff through training, contact officers and HR Central
- All staff are able to access their Manager and Director to discuss any grievance or complaint.
- All staff have access to human resources staff to discuss difficulties and get advice on lodging a grievance.
- All grievances lodged are investigated and dealt with in line with the investigation process.
- All relevant forms are available on HR Central.

Respect
Integrity
Service
Communication

Remuneration Package – General Manager

Local Government (General) Regulation 2005 cl 217 (1) (b)

The General Manager's remuneration package consists of:

1. Salary component
2. Employer's contribution and / or salary sacrifice to a superannuation scheme
3. Non-cash benefits (motor vehicle)
4. Amount payable by Council by way of Fringe Benefit Tax for non-cash benefits

The total of the remuneration package for the General Manager for components 1, 2 and 3 above was \$315,216 and the amount payable by Council by way of FBT for non-cash benefit was \$16,185.

Remuneration Package – Senior Staff

Local Government (General) Regulation 2005 cl 217 (1) (c)

Council has four senior staff positions (as defined by the Local Government Act), being Director Corporate Services, Director Planning & Development, Director Technical Services and Director Community Services.

The remuneration packages of senior staff consist of:

1. Salary component
2. Employer's contribution and / or salary sacrifice to a superannuation scheme
3. Non-cash benefits (motor vehicle)
4. Amount payable by Council by way of Fringe Benefit Tax for non-cash benefits

The combined total of the remuneration packages for Senior Staff for components 1, 2 and 3 above was \$1,001,391 and the amount payable by Council by way of FBT for non-cash benefit was \$52,150.