



Woollahra Municipal Council

Annual Report

2014/15

Part 3 –

Statutory Information

Part 3 Statutory Information

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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 440 new companion animal registrations on the New South Wales Companion Animals Register for our area, with approximately 94.5% of these animals being de-sexed. Furthermore, 132 barking dog matters were reported and investigated and 6 nuisance dog declarations were issued, with the required notifications being provided to the Office of Local Government. No dangerous dog, restricted dog or menacing dog declarations were issued. A total of 69 dog related fines were issued.

Council is committed to encouraging responsible pet ownership and providing adequate exercise space for animals. Information is provided on Council's website and within Council's Customer Information Centre.



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 once every quarter to discuss Companion Animal issues.

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 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 2014/15 income and expenditure relative to the Council's Animal Control function is provided in the table below.

INCOME	
Dog Licences	19,416
Dog Fines	18,745
Total Income	\$38,161
EXPENDITURE	
Staffing Expense	89,537
Materials	659
State Debt Recovery Office Processing Charges	1,288
Impounding Expense	19,750
Legal Expense	800
Vehicle Expense	5,004
Total Expenditure	\$117,038

Community Grants

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

Council continued its commitment to the provision of community grants in 2014/15 by granting \$68,352 to 23 community-based organisations and 14 local primary schools for community and cultural purposes (see tables below).

A grant under Section 356 of the Local Government Act was also made to Holdsworth Street Community Centre of \$884,083.

General Community Grants

ORGANISATION	PURPOSE	FUNDING
Beaches Outreach Project (formerly Bondi Outreach Project)	The 'Getting it Right - Decision Making and Early Intervention' program which provides direct case management to at-risk 11-18 year olds, supporting them to develop problem-solving skills and access to education and employment opportunities. The young people are supported to engage in diversionary activities to promote wellbeing and community connectedness.	\$4,975
Metro Screen	To run a four-day filmmaking workshop for ten Woollahra seniors, to transfer stories from their lives to the screen. Participants learn new skills as well as capturing stories from each participant's personal or local history.	\$5,000
Miroma	For the annual Miroma Art Exhibition which showcases the developing artwork of individuals with intellectual disabilities who live in the Eastern Suburbs. The exhibition, held at Art2Muse Gallery in Double Bay, features artists who attend Miroma and participate in a Fine Arts Program.	\$5,000
National Council of Jewish Women NSW Division	'Mum for Mum' is a free service that matches trained and supervised volunteers with new mothers who are in need of a supportive connection to help mothers successfully cope with the pre- and post-natal months.	\$3,000
NSW Friendship Circle	The 'Friendship Walk', an annual family fun day in support and celebration of young people living with a disability. Held in September, the walk ends at Vaucluse Primary School where there are children's activities and a sausage sizzle.	\$2,000
REELise Inc.	REELise empowers youth to speak out about cyberbullying issues affecting them. It involves, for the second time, a free mobile phone filmmaking project for young people, culminating in a festival.	\$2,500
Rose Bay Good Neighbour Group	The annual Rose Bay Neighbourhood Christmas Carols at Pannerong Reserve 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 by local children. This event attracted approx. 800 attendees in 2013.	\$5,000

ORGANISATION	PURPOSE	FUNDING
Sailability Rushcutters Bay	The 'Sailing Access' project engages people with a disability and their carers in sailing activities in Sydney Harbour.	\$3,000
Shared Reading NSW	The 'Giving Life to Literature' project to recruit and train volunteers from the community to deliver collaborative reading activities in venues around Woollahra such as aged care facilities.	\$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.	\$2,000
Urban Arts Base	'Eco-Art', a project facilitating therapeutic art sessions for young people with mental health issues in natural environment locations within Double Bay.	\$5,000
Waverley Action for Youth Services	Safe Summer Survival (SSS), 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. SSS involves the recruitment, training and outreach activities of a young group of people.	\$4,500
Waverley Community Men's Shed	The Waverley Community Men's Shed is the only Men's Shed in the Eastern Suburbs. Funding to purchase a storage shed.	\$2,228
Woollahra Primary Schools Recognition	Funding provided annually to each primary school in the area to recognise community-mindedness in its pupils. No grant form submitted.	\$700
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 requested for 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
Beaches Outreach Project (formerly Bondi Outreach Project)	Beaches Outreach Project conducts a Friday night outreach service for youth in and around the Woollahra LGA, from 8pm to 4am, providing information and a safe and reliable way to get home. Funding for bus costs (petrol) and client food costs.	\$1,000
Eastern Sydney Suicide Prevention Network	Funding to hold a men's breakfast, 'Blokes Like Us', during Men's Health Week in June 2015. The aim of the event is to create awareness around suicide and related mental health issues.	\$1,000
Historic Houses Association of Australia Inc.	The Historic Houses Association puts out a quarterly calendar of events that aim to educate and promote public interest in built heritage. Since moving to Juniper Hall in Paddington, the Association has conducted a walk in Paddington with local historians, as well as a talk on Juniper Hall. Funding for a projector screen and PA system.	\$1,000
Jewish House	Jewish House provides crisis accommodation for up to two weeks for clients seeking short-term refuge from violent relationships, financial distress or are otherwise without a home. This is provided in the same facility as counselling, psychology, social worker, pastoral care and other services. Funding for outdoor equipment for children staying with their parents in crisis accommodation, as well as materials for a veggie garden.	\$919

ORGANISATION	PURPOSE	FUNDING
Sir Roden & Lady Cutler Foundation Inc.	'Pick Me Up' is a free door-to-door transport service for clients with nowhere else to turn. It ensures people with a disability, those in distress or helplessness, or suffering from misfortune, poverty or sickness are able to attend vital medical appointments. Funding requested for ongoing operational costs.	\$1,000
Sub-Total General Community Grants		\$53,822

Cultural Grants

ORGANISATION	PURPOSE	FUNDING
Australian Art Events Foundation	To run the third 'Go East Art Tour', a Saturday afternoon tour during March 2015, with an expanded program, including either an additional date or an additional bus.	\$2,000
Monday Nightingales	The Monday Nightingales are a new local community choir, accessible to all as no experience is required. They will perform for free at local community events. Funding provided to enable to group to run a series of workshops targeting people interested in learning about choral singing under the tuition of an experienced musical director / conductor.	\$2,630
Waverley Woollahra Art School	To acquire flat screen computers for display of visual arts resources, updating the current website to improve accessibility, and install storage for equipment.	\$3,400
Woollahra Philharmonic Orchestra	The Orchestra plans a continuation of 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
Paddington Art Prize	The Paddington Art Prize was established in 2004 and is a \$20,000 acquisitive prize awarded annually for a painting inspired by the Australian landscape.	\$1,500
Total Cultural Grants		\$14,530
Total Community and Cultural Grants		\$68,352

Contracts

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

The following major contracts for works and services were awarded during 2014/15:

CONTRACTOR	LOCATION/NATURE OF CONTRACT	CONTRACT TERMS	CONTRACT AMOUNT (ex GST)
Artcraft Pty Ltd ¹	Supply and install – roads and traffic equipment	Three years plus two, one year options	\$70,000 per annum
Carfax Commercial Constructions ²	Grafton Street, Bondi Junction	SES Depot relocation	\$1,373,676
Citywide Civil Engineering Pty Ltd	Salisbury Road, Rose Bay	Streetscape upgrade	\$490,297
Civil Works NSW Pty Ltd	John Street, Woollahra	Road infrastructure project	\$228,068
Civil Works NSW Pty Ltd	William Street, Paddington	Streetscape upgrade	\$508,079
Coopers Commercial Construction	Fletcher Street Depot	Roof replacement	\$294,600
Deneefe Pty Ltd ¹	Supply and install – roads and traffic equipment	Three years plus two, one year options	\$70,000 per annum
FDC Construction and Fitout Pty Ltd	Double Bay Library	Fit out works	\$4,896,277
Hill Rogers Spencer Steer	External audit services	Six years	\$55,000 per annum
Hi-Viz Pty Ltd ¹	Supply and install – roads and traffic equipment	Three years plus two, one year options	\$70,000 per annum
KK Civil Pty Ltd	Military Road, Watsons Bay	Streetscape road improvement	\$725,240
Pave Link Pty Ltd	Edgecliff Road, Woollahra	Streetscape upgrade	\$466,000
Select Stone Care ³	Cleaning – footpaths and pavers	Three years plus two, one year options	\$150,000
Starcon Group Pty Ltd	Fairfax Road & Preston Ave, Bellevue Hill	Road infrastructure project	\$407,696
Stateline Asphalt Pty Ltd	Paddington Street, Paddington	Road infrastructure project	\$393,996
Stone Mason & Artists Pty Ltd	McKell Park seawall	Seawall repairs	\$149,812
Techni Clean Australia ³	Cleaning – footpaths and pavers	Three years plus two, one year options	\$150,000

1. Part of a panel of contractors

2. The SES Depot relocation was a joint project with Waverly Council

3. Part of a panel of contractors

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 2014/15 was \$1,662,793, Council was awarded costs and damages during the year in excess of \$7.8m.

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

Development Control Cases Over \$20,000		
Address	Cost \$	Outcome
594 New South Head Road, Rose Bay	95,191	Upheld
29-53 Victoria Road, Bellevue Hill	66,833	Dismissed
2-4 Quarry Street, Paddington	45,955	Dismissed
5-7 Mansion Road, Bellevue Hill (aka 19 Kambala Rd)	39,147	Dismissed
47 Chamberlain Av, Rose Bay	28,652	Consent orders issued
102-106 Oxford St, Paddington	28,150	Consent orders issued
19 Kambala Road, Bellevue Hill	27,974	Dismissed
28 Bay Street, Double Bay	25,308	Ongoing
93 Victoria Rd, Bellevue Hill	23,994	Upheld
58 John Street, Woollahra	23,924	Upheld
6/14 Fairfax Road, Bellevue Hill	23,735	Upheld
11 Gilliver Avenue, Vaucluse	20,484	Consent orders issued
4 Marine Parade, Watsons Bay	20,051	Upheld

Development Control Cases between \$10,000 and \$20,000		
Address	Cost \$	Outcome
22A Vaucluse Road, Vaucluse	19,550	Consent orders issued
93 Victoria Road, Bellevue Hill	18,309	Upheld
17 Olola Avenue, Vaucluse	17,402	Upheld
533 & 535 Glenmore Rd, Edgecliff	16,073	Upheld
3/84-86 Wolseley Road, Point Piper	14,398	Dismissed
148 Hargrave Street, Paddington	13,458	Consent orders issued
42A Wolseley Road, Point Piper	13,085	Consent orders issued
2 Mona Road, Darling Point	11,984	Consent orders issued
37 Grosvenor Street, Woollahra	11,322	Consent orders issued

Development Control Cases under \$10,000		
Address	Cost \$	Outcome
14 Bell St	9,284	Discontinued
6 Dumaresq Rd, Rose Bay	8,607	Consent orders issued
666A New South Head Road, Rose Bay	7,775	Upheld
39 Holdsworth Street, Woollahra	6,880	Upheld
6 Heeley Street, Paddington	6,805	Upheld
560 Old South Head Rd, Rose Bay	6,488	Consent orders issued
42 Wolseley Road, Point Piper	5,992	Consent orders issued
497 New South Head Rd, Double Bay	5,663	Discontinued
10 Queens Avenue, Vaucluse	5,523	Consent orders issued
7 Stephen Street, Paddington	5,460	Upheld
16-22 Bay Street, Double Bay	5,057	Consent orders issued
32 Girilang Avenue, Vaucluse	4,665	Discontinued
8A Ginahgulla Rd, Bellevue Hill	4,402	Upheld
3 Lindsay Avenue, Darling Point	3,866	Discontinued
116 Queen Street, Woollahra	2,124	Consent orders issued
3A Buckhurst Avenue, Point Piper	1,857	Upheld
9A Cooper Park Road, Bellevue Hill	1,343	Ongoing
Total Development Control Legal Costs	696,771	

Compliance Cases Over \$20,000		
Address	Cost \$	Outcome
103 Darling Point Road, Darling Point	58,576	Land & Environment Court - Appeal Upheld / Costs & Court of Appeal - Successful

Compliance Cases between \$10,000 and \$20,000		
Address	Cost \$	Outcome
6/29 Drumalbyn Rd, Bellevue Hill	15,570	Successful
33 Rowe St, Woollahra	12,909	Successful
28 Edgecliff Road, Woollahra	10,865	Unsuccessful

Compliance Cases under \$10,000		
Address	Cost \$	Outcome
157 Bellevue Road, Bellevue Hill	9,548	Discontinued
86 Wolseley Road, Point Piper	6,078	Successful
10 Queens Avenue, Vaucluse	4,220	Discontinued
49 Brown Street, Paddington	3,138	Discontinued (with costs to Council)
54A Darling Point Road, Darling Point	2,796	Ongoing
2 Mona Road, Darling Point	2,676	Ongoing
2A Gilliver Avenue, Vaucluse	2,080	Discontinued
19 Alton Street, Woollahra	1,484	Ongoing
8 Wiston Gardens, Double Bay	1,171	Successful
Total Compliance Legal Costs	131,112	

Environment and Public Health		
Address	Cost \$	Outcome
63 Fitzwilliam Road, Vaucluse	7,499	Ongoing
7 Caledonian Road, Rose Bay	1,073	Discontinued
Total Environment and Public Health Legal Costs	8,572	

Animal Control		
Address	Cost \$	Outcome
57 Salisbury Road, Rose Bay	800	Successful
Total Animal Control Legal Costs	800	

Fire Safety Management		
Address	Cost \$	Outcome
Rose Bay Marina Pty Ltd v WMC	6,921	Consent Orders issued
206A Victoria Road, Bellevue Hill	6,876	Ongoing
228 Old South Head Rd, Bellevue Hill	4,054	Successful
14 Victoria Avenue, Woollahra	3,671	Matter waived - no costs
347 Edgecliff Rd, Woollahra	2,790	Successful
31 Balfour Rd, Rose Bay	2,689	Successful
224 Old South Head Road, Bellevue Hill	1,853	Discontinued - by respondent
Total Fire Safety Management Legal Costs	28,851	

Car Parks		
Type	Cost \$	Outcome
Management of car parks	770,538	Damages received. Ongoing.
Total Car Parks Legal Costs	770,538	

Tree Management		
Type	Cost \$	Outcome
2 x breach of Tree Preservation Orders	9,525	Successful - Settlement to Council for court costs and a fine issued.
Total Tree Management Legal Costs	9,525	

Finance		
Type	Cost \$	Outcome
Management of Investments	16,625	Successful - mediation with Oakvale Capital Pty Ltd and its insurers.
Total Finance Legal Costs	16,625	

TOTAL LEGAL PROCEEDINGS	\$1,662,793
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Condition of Assets

Integrated Planning and Reporting Manual 2013

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 an Asset Steering Committee to assist with these processes and our Asset Management Plans were reviewed and updated during 2014/15.



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, netball 2, basketball 3, cricket nets 6, cricket wickets 11)	44
Public Halls	15
Public Libraries, Local History	4
Council car parks	7
Preschool	1
Investment Property – Kiaora Place	1
Other Investment Properties	2

Asset condition assessments are programmed each year. During 2014/15, Council carried out condition assessments on footpaths, stormwater infrastructure, kerb and gutter, road pavements and some open space/recreational assets.

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	Good	Average	Poor	Very Poor
	% of WDV*	% of WDV*	% of WDV*	% of WDV*	% of WDV*
Buildings	20.9%	67.4%	11.7%	0.0%	0.0%
Roads	63.5%	18.6%	17.8%	0.1%	0.0%
Stormwater Drainage	72.2%	9.6%	17.4%	0.8%	0.0%
Open Space / Recreational Assets	59.5%	22.0%	17.6%	0.9%	0.0%

* WDV – Written Down Value

Maintenance cost of public works			
Asset Class	Estimated cost to bring up to a satisfactory standard	Required annual maintenance	Actual Maintenance 2014/15
	\$'000	\$'000	\$'000
Buildings	\$0	\$1,192	\$974
Roads	\$3,394	\$932	\$1,548
Stormwater Drainage	\$565	\$358	\$152
Open Space / Recreational Assets	\$2,235	\$3,487	\$3,468
All Assets	\$6,194	\$5,969	\$6,142

Buildings Condition Profile

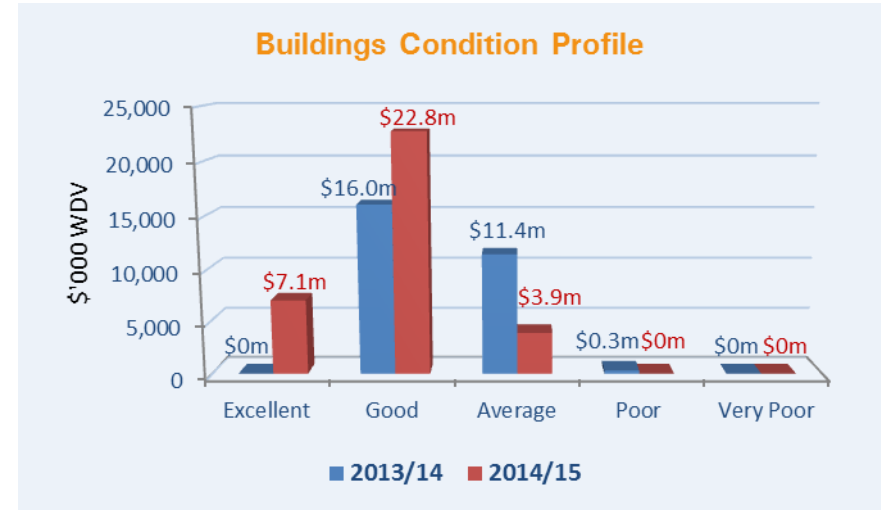
Assets in this class include items such as Libraries, Community Buildings, Car Park Buildings, Kiosks and Amenities, Sportsfield and Park Buildings, Council Chambers and Depot Buildings.

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.

Last year Council completed renovation of its last remaining very poor condition building.



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.

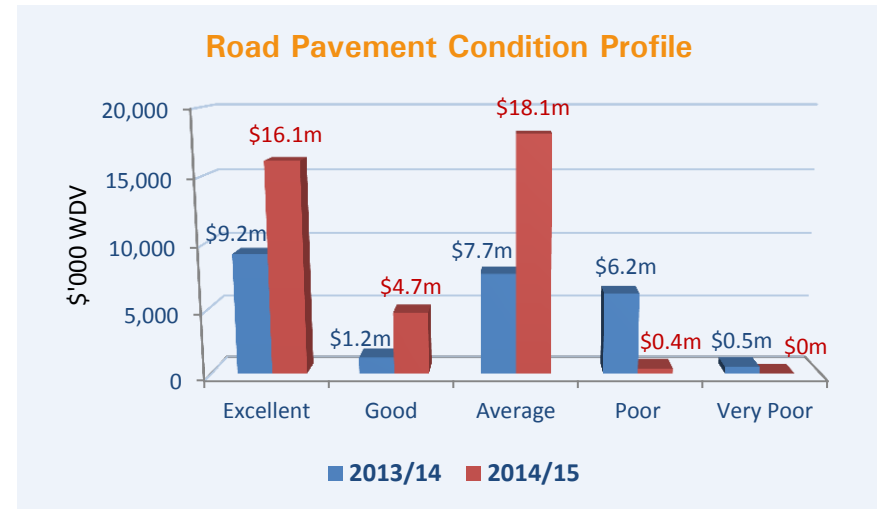
Council values these asset classes every 5 years. Infrastructure assets were revalued for 2014/15 at current replacement cost taking into consideration Council’s contract unit rates and assessing the condition of the assets by qualified Council engineers.

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

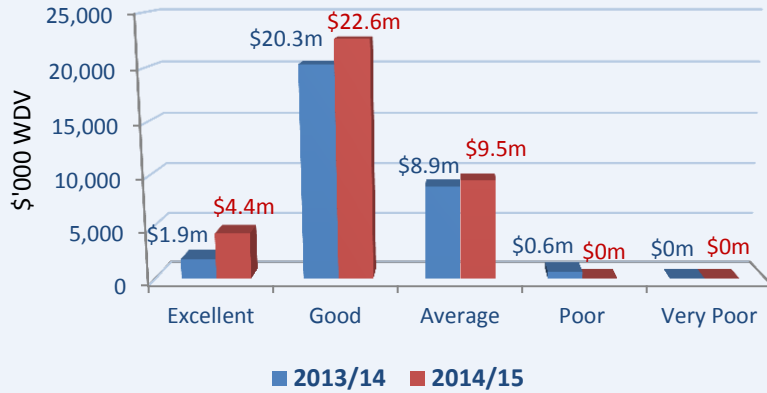
Council has Asset Management Plans which detail asset management practices which outline Council how Council renews and maintains its assets in the most cost effective manner. The Asset Management Plans are reviewed and updated annually.

During 2014/15, Council spent \$6.7M on Infrastructure Renewals. Some projects include: Edgecliff Road Business Centre Paving, William Street Streetscape Upgrade, Military Road Upgrade, Harris Street Stormwater Upgrade and numerous road resheeting projects and footpath upgrades across the municipality.

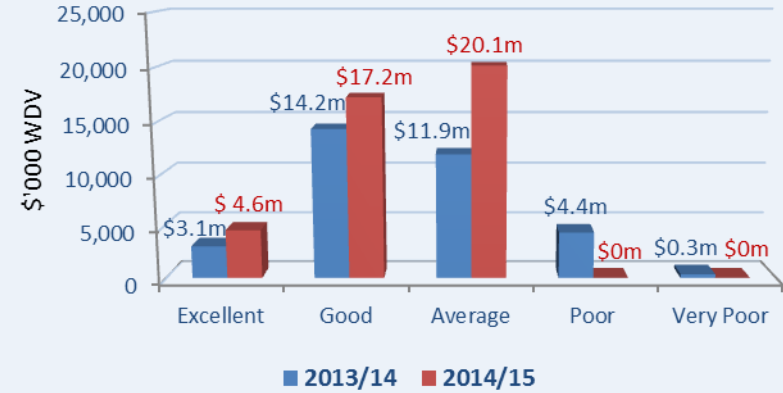
The following charts present the condition profiles for road pavement, footpaths, kerb and gutter and other road assets:



Footpath Condition Profile



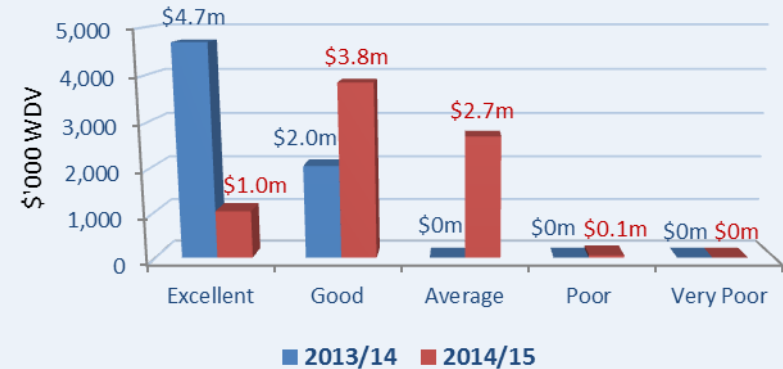
Kerb and Gutter Condition Profile



Example of condition ratings: Concrete footpaths



Other Road Assets & Bridges Condition Profile

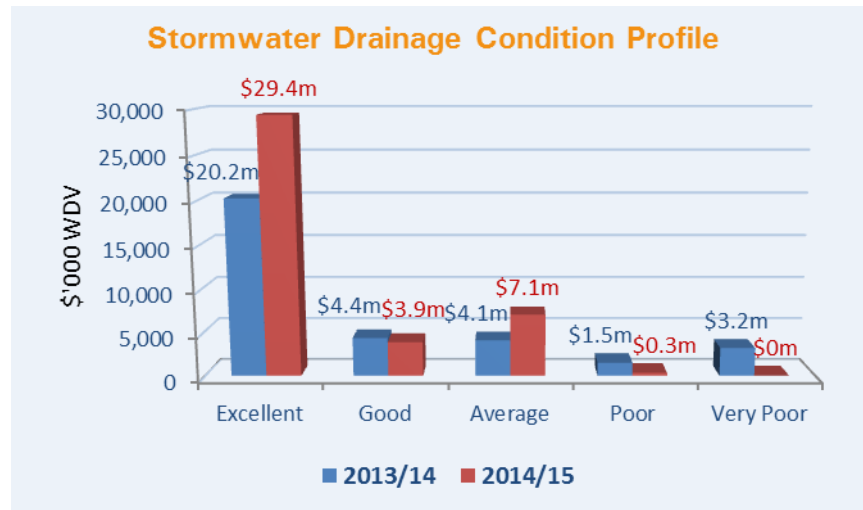


Drainage Condition Profile

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.



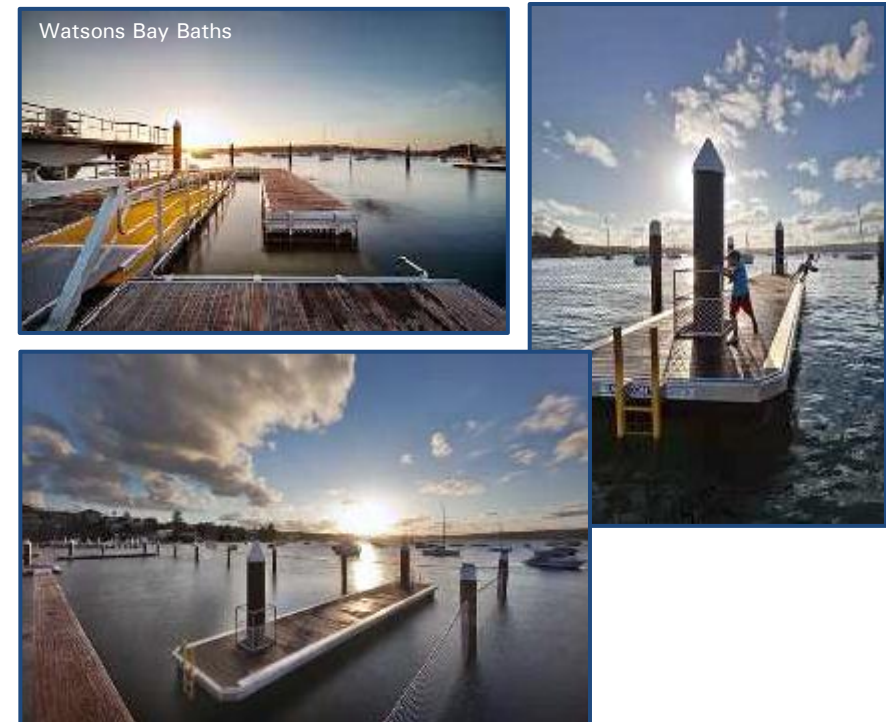
Other Assets

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.

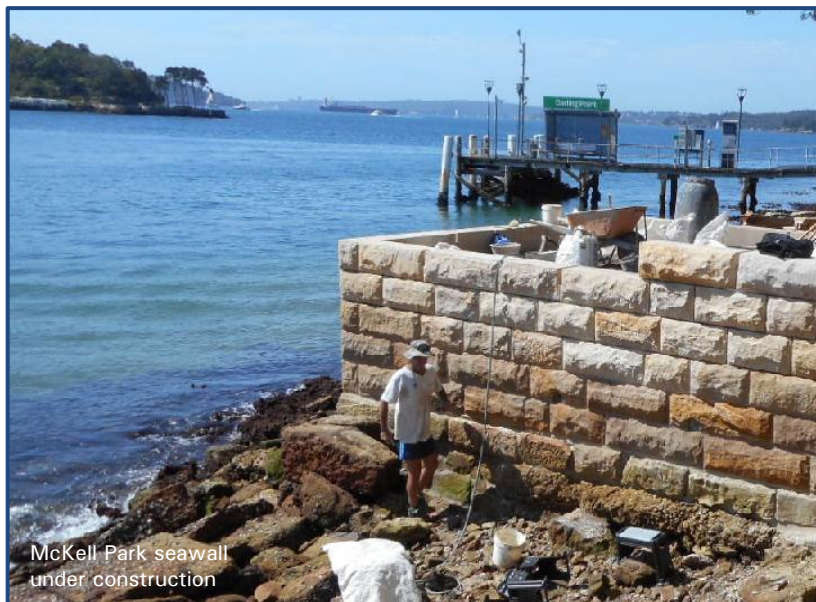


Seawalls

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 2014/15, Council reconstructed the collapsed McKell Park seawall and we began design work for the reconstruction of the eastern section of the Lyne Park Seawall in collaboration with the NSW Government.



McKell Park seawall under construction

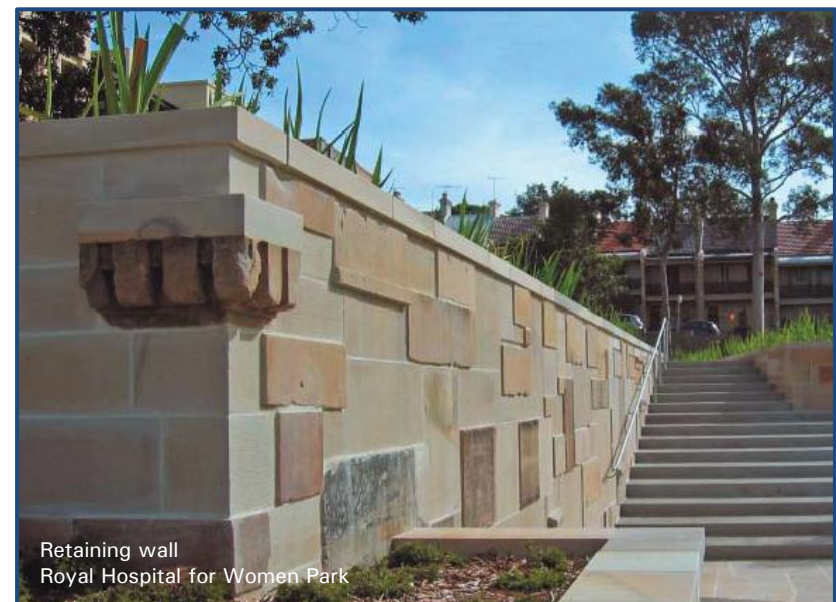
Retaining Walls

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 is due for completion 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 (AMP) for Land Improvements is currently being reviewed. The Plan details asset management practices to meet the required level of service in the most cost effective manner.

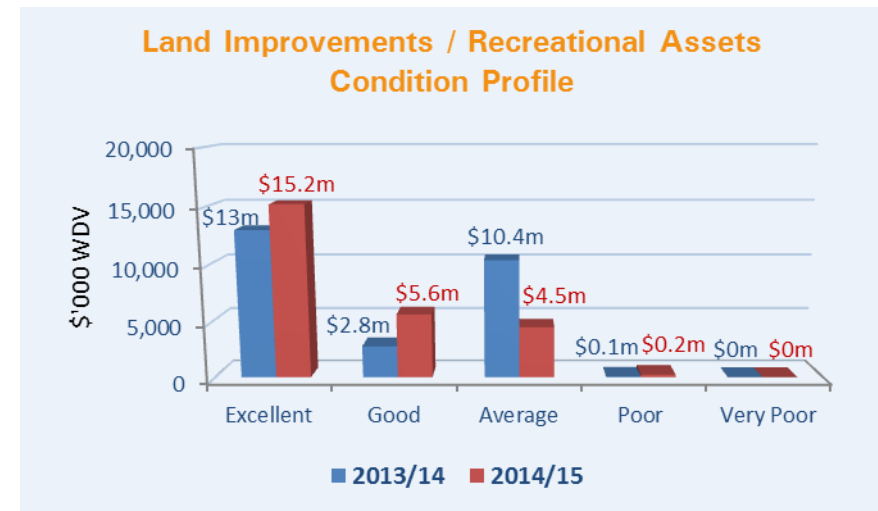
Additionally, a Recreational Needs Assessment and Strategy is currently being developed to inform the scope of recreational opportunity being offered within the Woollahra Local Government Area (LGA), assess the appropriate levels of service for associated recreational assets and gauge future demand in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

During 2014/15, a number of capital works renewals and upgrades were undertaken including:

- replacement of fitness equipment at Christison Park
- upgrade of the western end of Rosewood Walk in Cooper Park
- renewal of the Woollahra Park bore
- replacement of submersible pumps at Lyne Park and Rose Bay Promenade
- creation of an additional Community Nursery at Woollahra Park
- upgrade of Foster Park and Steyne Park playgrounds
- upgrade of the Rose Bay Park stairwell
- renewal of cricket synthetic turf at Cooper Park, Lough Playing Fields, Christison Park
- installation of bubblers at Woollahra Park, Tingira Reserve and Cooper Park
- various park signage upgrades and replacements
- park furniture renewals and installations throughout the LGA



The current Condition Profile for Land Improvement (Recreational) Assets indicates in general terms that the majority of assets are currently achieving the required level of service for their intended function.



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

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 2014/15 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.

Grants

Grant applications and project plans are continually being developed to implement the EWP.

The following Grants funding has been allocated during the 2014/15 financial year.

Grant	Project	Funding
Estuary Management Program, NSW Office of Environment and Heritage	Coastal Zone Management Plan – Stage 2	\$73,736



Biodiversity Conservation Strategy

During 2014/15 Woollahra Council's first Biodiversity Conservation Strategy (BCS) was finalised.

The BCS was informed by a literature review, an audit of flora and fauna records, reviews of relevant mapping, database searches and consultation with a range of stakeholders.

The BCS contains a suite of actions addressing the following;

- Habitat conservation and species diversity;
- Data collection, research and monitoring;
- Biodiversity sensitive council operations;
- Private land use;
- Domestic/feral animal management;
- Education and awareness
- Regional collaboration



Sustainability Workshop Series

Between June 2014 and June 2015, Woollahra Council facilitated 11 sustainability workshops, to which a total of 370 residents attended.

These workshops ranged from 'Living with Less Mess', 'Organic Gardening', 'Seed Saving', 'Bird Watching Walks' and 'Revamped Fashion'.

All of these workshops are organised to educate the community on various ways they can become more sustainable in everyday life. Whether it be; reusing old materials for craft, home growing vegetables, understanding and appreciating our native biodiversity, saving energy around the home or creating native gardens for habitat restoration.



Bird Watching Walk

Rose Bay Community Garden Grand Opening

The Rose Bay Community Garden is a fantastic new space to create a beautiful garden for the local community, where people can learn, socialise, have fun and grow organic fruit and vegetables. In October 2014, the Rose Bay Community Garden officially opened. There were BBQs, competitions, raffle prizes, bake sales, composting workshops, seedling sales, a garage sale and a lot more.



Rose Bay Community Gardens official opening attended by Mayor Toni Zeltzer and Gardening Australia's Costa Georgiadis and the Rose Bay Community Garden Group

Environmental Schools Sculpture Prize

2014/15 was the eighth year Council has held the exhibition. There were 60 entries from 8 different schools to the Environmental Schools Sculpture Prize – our best yet. Run in partnership with the annual Woollahra Small Sculpture Prize, the competition encouraged local school students to submit sculptures in line with the theme 'Marine Life in Sydney Harbour'.



'baby bull shark'
winner of the Junior Sculpture Prize division

Summerama 2015

Woollahra Council Summerama activities were run throughout January and included the ever popular Rockpool Ramble and Snorkelling Discovery Tour.

The program is designed to enhance community awareness of the beauty of Sydney's coastline and the need to manage it sustainably through the coordination of family-oriented, engaging and informative activities.

145 local residents participated in a Summerama activity.



Summerama – Snorkelling Discovery Tour

National Tree Day 2015

Over 1000 trees were planted over two days throughout the Woollahra LGA.

Schools Tree Day (25 July 2015) saw close to 100 new trees planted in Double Bay Public School and in Vaucluse Public School, and on National Tree day (27 July 2015), around 180 people came to Cooper Park North in Bellevue Hill to plant around 950 native trees, shrubs and grasses.

Cooper Park is an important wildlife corridor for our native animals and birds, by planting new native trees and shrubs, we hope to increase biodiversity and improve habitat quality.



National Tree Day

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 hold the Sustainable School Awards, where schools and child care centres are rewarded for their outstanding achievements on their school sustainability projects. There is always regular attendance of Woollahra schools at the meetings and 3 Woollahra schools applied for a sustainability award.

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.



School visit

Environmental Grants

Now in its tenth year, the Community Environmental Grants program aims to support local schools and community groups to implement their own sustainability projects that help protect or enhance our environment. In 2015, 11 applications were successful totalling \$10,640 in grant funding.



Community environmental grant awarded to local school

Water Quality Treatment and Coastal Management

Coastal Zone Management Plan

In 2014/15, Woollahra Council was awarded funding from the State Government to complete Stage 2 of the Woollahra Coastal Zone Management Plan.

Council has commenced work on Stage 2 which will include a detailed action plan to manage the Woollahra coastal zone into the future.



Parsley Bay

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.

Stormwater Management and Water Sensitive Urban Design

Water sensitive urban design elements are now being incorporated into various capital renewal and streetscape improvement projects, including gross pollutant traps, raingardens, permeable pavements and sand filters.

In 2014/15, the Parsley Bay Stormwater Harvesting System was completed. This system collects and treats water travelling through Parsley Bay Creek.

The water is then used to irrigate Parsley Bay Reserve. In addition to improving the irrigation at Parsley Bay without the use of potable water, this system improves the quality of water entering Parsley Bay and Sydney Harbour. Council also commenced investigations into increasing the capacity of the stormwater harvesting system at Christison Park.

During 2014/15, Council commissioned Sydney Water to complete water quality testing at stormwater outlets on the eastern portion of Rose Bay to identify any sewer leaks. One source of pollution was located and addressed.

2014 Keep NSW Beautiful Clean Beach Awards

In 2014, Woollahra Council's Snorkelling Discovery Tour was awarded "Best Environmental Education Program" at the Keep NSW Beautiful Clean Beach Awards.

Woollahra Council also received a "Judge's Commendation" in the NSW Overall Clean Beach category for its work maintaining the natural beauty of Parsley Bay.

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

Woollahra Carbon Strategy and Action Plan

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

Projects implemented in 2014/15 include:

- Solar Hot Water System installed on Council buildings;

- Energy efficient lighting retrofits at Cross Street Carpark, which has achieved approximately 30% decrease in electricity consumption;
- Energy efficient lighting retrofit at Quarry Street Depot.

In 2014/15 Council also completed the installation of a comprehensive energy sub-metering system at Council Chambers, which allows monitoring of solar energy generation, electricity and gas consumption at specific points within the building. This fine grain data can be used to identify problems with equipment, increasing energy consumption and identification of further energy efficiency opportunities.

3 Council Regional Environment Program

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

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

Ongoing Projects include:

Barrett House – Sustainable demonstration house, used as a joint Council venue for sustainability events and workshops.

Compost Revolution – Workshops and supply of compost bins and worm farms for residents.

The Bin Trim Business Recycling Program – Provision of waste reduction assistance to small and medium businesses through waste auditing and opportunity identification.

In 2014, the process of preparing a Regional Environmental Strategy commenced. The aim of this plan is to identify the most cost effective and feasible opportunities for reducing greenhouse gas emissions across the Eastern Suburbs. These opportunities underpin the strategies and recommended actions outlined in the Plan and provide an evidence based approach for the 3 Councils to set a greenhouse gas reduction target for the region's future. The Strategy is expected to be finalised at the end of 2015.

Details of project expenditure and project status for the Environmental and Infrastructure Works Program are provided in Part 6 of this Annual Report.

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 and Grant funding received from NSW Floodplain Management Program.

2014/15 STORMWATER MANAGEMENT PROJECTS		
Project	Project Description	Status as at 30 June 2015
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. Approximately 35% of the stormwater network has now been inspected and condition rated. This is an on-going project which will be undertaken in stages.	Complete
Stormwater Small Works	Projects complete. This is for minor stormwater projects. Minor works include Boundary Street and Five-ways Pit Upgrade works.	Complete
Harris Street, Paddington Stage 2 - stormwater system upgrade	Project complete. The project included construction of a new channel to prevent flooding to the downstream properties.	Complete
Watsons Bay stormwater upgrades	Project complete. Major stormwater improvements were incorporated into the Military Road Streetscape Upgrade works.	Complete
10-12 The Crescent, Vaucluse Stage 3	Project complete. Stage 3 involves constructing a new channel in the drainage reserve to formalise an overland flow path.	Complete
South Street - new stormwater line	On-going. Project involves the construction of a new stormwater line through railway reserve. Negotiations are still underway with Railcorp and Transport for NSW.	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 2014/15.

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 (the current Woolworths site) containing Council’s new state-of-the-art Library, Commercial Tenancies, Specialty Retail Tenancies and a Public Arcade between Kiaora Lane and New South Head Road.

At the completion of the project, Council will have purchased the whole site.



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 2014/15 Council resolved to contribute an amount not exceeding \$160,000 for the purpose of undertaking the activities set out in its funding submission "DBCC Business Plan & Funding Submission FY 14/15".

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 2014/15 Council provided funding of \$45,000 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 the five Eastern Sydney local government areas (Woollahra, Botany, Randwick, City of Sydney and Waverley).

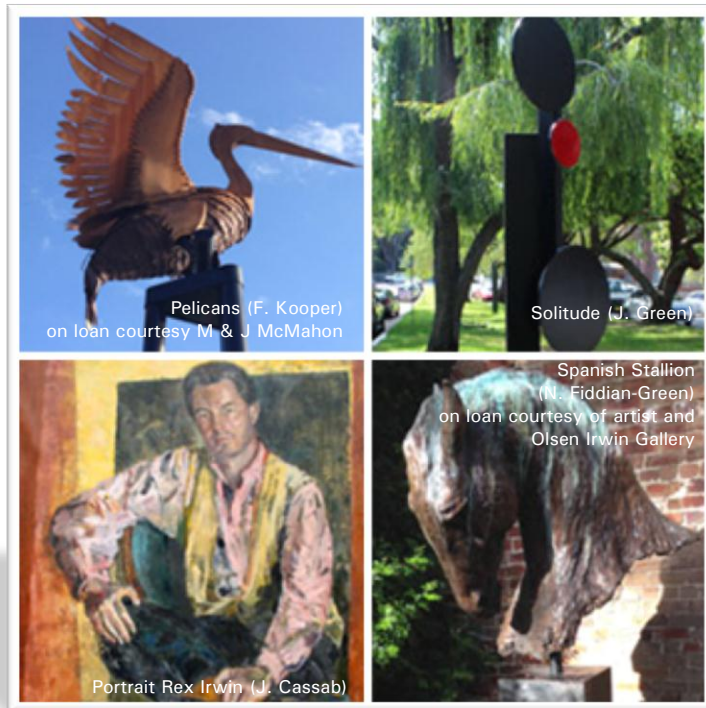
Council has in place a funding agreement providing financial funding and use of premises/maintenance. The financial support and in-kind support from Council is to help HSCC to continue to provide community services, meal services and community transport.

In 2014/15 Council provided funding of \$884,083 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 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.



Pelicans (F. Kooper)
on loan courtesy M & J McMahon

Solitude (J. Green)

Spanish Stallion
(N. Fiddian-Green)
on loan courtesy of artist and
Olsen Irwin Gallery

Portrait Rex Irwin (J. Cassab)

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 Einfeld Drive in Bondi Junction on a space leased from Roads and Maritime Services (RMS). During 2014/15, the new facility was jointly funded by Waverley (\$862k) and Woollahra (\$868k) Councils and NSW SES (\$100k). 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 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.



Waverley / Woollahra SES Headquarters

Council is a member of the following organisations:**Premature**

Premature is a Local Government Mutual Self Insurance Pooling Group for Public Liability/Professional Indemnity Insurance. The members of Premature during 2014/15 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 Premature and the fact that there is only one outstanding claim advice has now been sort in relation to the benefits or otherwise of "winding up" Premature.

Southern Sydney Regional Organisation of Councils (SSROC)

SSROC is a regional organisation of 16 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.

Member councils of SSROC are Ashfield Municipal Council, Bankstown City Council, Botany Bay City Council, Burwood Council, City of Canada Bay Council, City of Canterbury Council, City of Sydney Council, Hurstville City Council, Kogarah Municipal Council, Leichhardt Municipal Council, Marrickville Council, Randwick City Council, Rockdale City Council, Sutherland Shire Council, Waverley Council and Woollahra Municipal Council.

Sydney Coastal Councils Group

The Sydney Coastal Councils Group is a group of 15 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.

Member councils of the Group are Botany Bay City Council, City of Sydney Council, Hornsby Shire Council, Leichhardt Municipal Council, Manly Council, Mosman Council, North Sydney Council, Pittwater Council, Randwick City Council, Rockdale City Council, Sutherland Shire Council, Warringah Council, Waverley Council, Willoughby City Council and Woollahra Municipal Council.

Sydney Metropolitan Mayors Association

Woollahra Council is a member of the Sydney Metropolitan Mayors Association (MMA). The MMA represents 26 councils in metropolitan Sydney. MMA exists to defend, advocate and coordinate action on matters of shared interest and concern to councils within the Sydney Metropolitan Area.

The MMA meets regularly to provide a forum for discussion on a range of common interests with specific regard to: Regulation and reform of the local government sector; Reform of the planning system and regulations; Major Transport and Infrastructure issues Funding issues; Economic development issues and any other matter that may be raised by a member council that has broad relevance to the Councils in Metropolitan Sydney.

Companies controlled by Council

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

Bourke Rd Alexandria Integrated Facility

Woollahra Council sold its O’Dea Avenue Depot site in 2014 for \$56m and relocated to a new joint facility in Alexandria. The Alexandria Integrated Facility (AIF) is jointly owned by Waverley and Woollahra Councils with Woollahra Council contributing \$11m.

The purpose built facility houses stores, mechanical workshop, trades, administration and amenities areas in a sustainable development with solar power, water reuse for toilets and truck wash bay, CBUS lighting and energy efficiency.

In addition to the opportunity presented by this relocation to operate services for the community from a new state of the art facility, the joint project also injected a net \$45m into Woollahra Council’s long term financial planning.



Paddington Library

Paddington Library is jointly funded by the City of Sydney and Woollahra Council. Woollahra Council manages the library on behalf of both Councils and funds over 55% of the operating costs. The site/building is owned by the City of Sydney.

During 2014/15, Woollahra Council contributed \$50k towards the Paddington Library Refurbishment. An additional contribution will be made in 2015/16 and Woollahra Council will be purchasing items for the Library fitout.



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 2014/15.

Rates Written Off

Local Government (General) Regulation 2005 cl 132

The amount of Rates and Annual Charges written off by Council in 2014/15:

Category	Amount
Pensioner Rebates - mandatory ¹	\$241,082
Pensioner Rebates - voluntary ²	\$119,021
Rates - other (including Postponed Rates)	\$28,840
Interest (including postponed interest)	\$2,486
Domestic Waste Management Charges	\$21,779
Stormwater Management Charges	\$616
Total Rates and Annual Charges Abandoned	\$413,824

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 allowable expenses for Councillors. This includes expenses for conferences and seminars, the types and monetary limits of expenses Councillors may claim reimbursement for and the facilities to be made available to the Mayor and Councillors.

Councillor expenses and provision of facilities to Councillors in accordance with Council's Policy for the 2014/15 period was as follows:

Expense / Facility	Cost \$
Provision of dedicated office equipment allocated to Councillors	Nil
Telephone fixed line, mobile calls and internet expense	\$14,416
Attendance at conferences and seminars	\$14,694
Training and skill development exercises	Nil
Interstate visits undertaken by Councillors	Nil
Overseas visits undertaken by Councillors	Nil
Expenses of spouse or partners	Nil
Expenses involved in provision of child care	\$1,425
Stationery and miscellaneous goods and services	\$22,498
Motor vehicle expenses	\$9,273
Catering for afterhours Council, Committee, Sub-Committee and Working Party meetings	\$28,169
Total	\$90,474

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 2014/15.

Coinciding with a planned private overseas holiday, the Mayor took the opportunity to accept an invitation from the Ministry of National Development of Singapore, to attend the World Cities Mayors' Forum in New York from 8 to 10 June 2014.

Accommodation expenses only for the period of the forum were paid for by the Singapore Government. There were no associated costs to Council.

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 (PPIPA)
- 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 2014 to 30 June 2015.

There were no applications for review of Council's actions under the Health Records and Information Privacy Act during the period 1 July 2014 to 30 June 2015.

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 Management 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 2014/15.

Equal Employment Opportunity Policy

- The EEO policy was continually reviewed and available to all staff through noticeboards, briefings and employee selfservice (HR Central). The policy can also be accessed through Council's intranet.
- All new employees continue to be provided with a copy of the EEO policy during the two day corporate induction training.
- 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 93 staff and in 2014/15 we inducted 29 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.
- 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.
- Plan in place to move to e-learning program.
- 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 \$307,528 and the amount payable by Council by way of FBT for non-cash benefit was \$15,265.

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 \$972,601 and the amount payable by Council by way of FBT for non-cash benefit was \$49,245.