

WOLLONDILLY
SHIRE
COUNCIL

Delivery Program 2013/14 – 2016/17
Operational Plan 2015/16





WE ARE WOLLONDILLY

Wollondilly, on the south western outskirts of Sydney and at the foothills of the Southern Highlands, is surrounded by spectacular, natural beauty and rural pastures. Its 2,560 square kilometres stretch from Yanderra in the south, Appin and Menangle in the east, Warragamba in the north with the Nattai wilderness, Yerranderie and Burragorang Valley to the west.

The district is rich in Aboriginal and European history. The earliest known inhabitants of the district were the Gundungurra Tribe, who gave the area its name. The word Wollondilly is attributed to having three meanings. “A place where spirits dwell”, “Water trickling over rocks” and the third meaning is connected to a legend about the burning black coal that was carried inside the skull of a bunyip, within a basket woven of waratah stems. “Worron” means black coal and “dilly means carry basket.

A colourful tapestry interweaves the Dreamtime legends of the Gundungurra and Tharawal people on a backdrop of gorges, ranges and plains with a rural patchwork created by the white settlers who followed the first fleet’s famous straying cattle to the Cowpastures.

Each of the towns and villages have their own stories to tell and personalities to meet but the rural charm with country hospitality is found everywhere.

In November 2011, the State Government invited landowners across NSW to nominate sites suitable to deliver additional housing to address Sydney’s housing supply shortfall. A number of major landholders in the Wilton area responded to the ‘State Government Housing Review’ and nominated land adjoining the Hume Highway and Picton Road intersection for consideration. This area has subsequently become known as Wilton Junction.

The ‘vision’ for the Wilton Junction New Town is for the creation of a high quality township that delivers housing diversity and choice and a high level of employment and service self-sufficiency by:

- utilising its locational advantages at the cross roads of the Hume Highway and Picton Road; and
- building on the exceptional environmental context of the site by integrating then surrounding gorges and bushland with an open space and pedestrian network that permeates the whole site.

Wilton Junction has the potential to become the regional focus for Wollondilly Shire and surrounding areas, attracting a new generation of employment opportunities and ensuring the preservation of the existing village like qualities and lifestyle of existing townships within the Shire as a new town centre and urban growth is consolidated at Wilton Junction.



**MAYOR
COL
MITCHELL**

I am pleased to share with you the Wollondilly's Operational Plan 2015/16. The Operational Plan outlines the key actions we are committed to delivering in 2015/16 with targets, timeliness and responsibilities.

This is Council's third of four (4) annual plans in this series; they work together in achieving the outcomes in our Corporate Business Planning documents.

Council's Corporate Business Planning documents consist of:

- Wollondilly Community Strategic Plan 2033
- Wollondilly 'revised' Resourcing Strategy 2013/14 – 2022/23
- Wollondilly 'revised' Delivery Program 2013/14 – 2016/17
- Wollondilly annual Operational Plans

The details of our past and present achievements are published as part of Council's Quarterly Reviews and Annual Report and can be sourced from our corporate business planning website www.wollondilly2033.com.au.

We all want Wollondilly to continue to be a great place to live, work and visit. The Corporate Business Planning documents will assist us in achieving this goal and "Growing Your Future Together".

Our community places a high priority on the maintenance of our Shire's infrastructure, and in particular our road network. As a result, Council has identified that the current trend of deteriorating infrastructure needs to be reversed.

Wollondilly Shire Council is currently facing an \$80 million funding deficit after 10 years and needs to address this shortfall. Council has endeavoured to address this funding deficit by applying for a Special Rate Variation (SRV). The SRV application, and associated strategies developed by Council, will address this issue and support the maintenance of the community's roads, footpaths and community buildings. Council's proposal comes after extensive community engagement targeting all residents.

This proposal will allow Council to work towards meeting all of the NSW State Government Fit for the Future

ratios. On 10 September 2014, The NSW Government formally announced their response to the Independent Local Government Review Panel and Local Government Acts Taskforce recommendations. The NSW Government wants councils to be 'Fit for the Future'.

Councils will need to submit a proposal on how they intend to become "Fit for the Future" by 30 June 2015. This review will be assessed independently and councils who are Fit for the Future will be eligible for incentives and support – cheaper finance options, simplified reporting requirements, priority access to State funding and grants and options for additional planning powers.

Council will also continue to implement service reviews and efficiencies through its Success Management business improvement and cultural change program and regular review of all Council's fees and charges.

Wollondilly is at the starting point of an exciting future. During the last year 14 Local Environmental Plan amendments including the expansion of 3 industrial areas, the creation of a new business development zone at Tahmoor and residential rezonings that will facilitate up to 1,000 new dwellings. Last financial year, we approved well over \$100 million worth of development applications and experienced a significant rise in the number of new dwellings approved.

Council has recently undergone a restructure which saw Council move to a leadership team consisting of a General Manager with three Directors, in Community Services and Corporate Support, Planning and Infrastructure & Environment. The development of a revised structure is a very important step towards ensuring we are well placed to address the opportunities and challenges presented by the unprecedented growth we are experiencing.

Thank you for your time and interest in Council's Corporate Business Planning documents. I invite you to send any feedback, comments and suggestions to any of my management team.



**GENERAL
MANAGER
LUKE
JOHNSON**

CONTENTS

1

2

3

4

**OPERATIONAL
PLAN**
PAGE 8-43

**FINANCIAL
INFORMATION**
PAGE 44-53

**FEES &
CHARGES**
PAGE 54-92

**WORKS
PROGRAM**
PAGE 94-99

A

**PRODUCTIVITY
IMPROVEMENTS + COST
CONTAINMENT STRATEGIES**
PAGE 100-104

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ADDRESSING YOUR FUTURE NEEDS

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R
V

TO FIND OUT WHAT
STRATEGIES HAVE BEEN
EFFECTED BY THE SRV,
LOOK FOR THIS TAG.

The Wollondilly community faces a specific set of challenges that arise from:

WHO WE ARE

Our relatively **low** population

Our **location** on the fringe of a city

Our **dispersed and varied towns** and villages

Our **attractiveness as a place to live** means that increasing population growth will be an important part of our future

WHAT WE HAVE

A substantial and ongoing shortfall in the funding required to maintain our assets to a satisfactory condition, in particular, roads and community facilities

A shortfall that is expected to grow as the Shire continues to meet demands for additional residential and employment lands, with consequent increases in traffic volume damaging our roads

A deteriorating road network

Deteriorating assets

Our biggest challenges facing us today are reversing our infrastructure maintenance backlog and securing our financial sustainability into the future.

- Like most NSW councils Wollondilly Shire Council needs to make sure we have enough money to look after our Shire's infrastructure now and into the future. We know that our community places a high priority on the maintenance of the Shire's infrastructure, and in particular our road network, so the current trend of deteriorating infrastructure needs to be reversed.
- Like all Councils in NSW, Wollondilly Shire Council needs to be financially sustainable and "Fit for the Future". Our aim is to be financially sound, operating efficiently and in a strong position to guide growth and deliver quality services to our community now and into the future.

THE NEED FOR A SPECIAL RATE VARIATION (SRV)

Our long term financial modelling estimates that Council faces an \$80 million cash shortfall at the end of ten years unless there is a significant change to expenditure or revenue.

Council is responsible for maintaining more than half a billion dollars of assets.

840
km roads

90
parks and reserves

78
bridges

33
playgrounds

13
sports fields

19
halls

The most significant contributor towards this future deficit is our infrastructure maintenance backlog. Wollondilly Shire is vast in relation to its relatively low population of around 46,000. As a result we have high infrastructure maintenance costs (particularly on roads) relative to a small rate base. Here are some key facts about our infrastructure maintenance challenge:

- Over 50% of community halls and buildings are more than 50 years old
- In the next 4 years we need to replace 9 playgrounds which have reached the end of their useful lives, while many are not meeting current community needs
- 9 out of 10 tennis court complexes have significant issues with poor lighting not meeting current standards.
- The condition of our roads is considerably less than comparable councils.

Each year there is an asset maintenance funding shortfall and as a result the condition of our infrastructure is getting progressively worse. The backlog of maintenance works needed to bring our infrastructure up to a satisfactory standard is currently \$45m but as each year passes this figure is at risk of increasing.

To fully address our infrastructure funding gap, ideally we need an extra \$80m over the next 10 years. \$45m is needed to “close the gap” and bring our infrastructure up to a satisfactory standard. A further \$35m is needed for ongoing infrastructure maintenance (to “keep the gap closed”) and to cover increases to the day-to-day operating costs of Council. (Rate capping allowances do not cover our annual increases in costs). This \$80m projected shortfall does not factor in the effects of the unprecedented expected future growth.

The SRV is therefore an essential part of a long term funding strategy to not only maintain and manage our current infrastructure, but also to maintain and manage future infrastructure. Council also needs to be able to continue to deliver quality services in line with the expectations of a growing population.

With the SRV, the significant funding shortfall facing council over the coming years will be addressed, the quality of infrastructure will not continue to deteriorate and Council services will not need to be reduced.

On 19th May 2015 IPART advised that Council's application for a Special Rate Variation of 10.8% per annum for 4 years has been approved.

Refer to pages 100–104 on Council's productivity improvements and cost containment strategies as part of Council's SRV application.



Fit for the Future is the NSW Government's response to the findings of a comprehensive three-year independent review of local government.

The NSW Government wants communities to have confidence that their council is financially sound, operating efficiently and in a strong position to guide growth and deliver quality services.

A Fit for the Future council is one that is:

- Sustainable
- Efficient
- Effectively manages infrastructure and delivers services for communities
- Has the scale and capacity to engage effectively across community, industry and government.

These features will ensure that a council has the strategic capacity to govern effectively and partner with industry and State government to deliver key priorities.

Wollondilly Shire Council will submit a proposal on how we intend to become 'Fit for the Future' by 30 June 2015 taking into account the Special Rate Variation decision. The proposal will be assessed by an Independent Expert Panel, who will make recommendations to the Minister for Local Government.

Councils who have demonstrated that they are currently Fit for the Future, or have a credible plan to achieve this goal, will have access to the Fit for the Future benefits.

Benefits and incentives include:

- Cheaper finance options
- Simplified reporting requirements
- Priority access to State funding and grants
- Options for additional planning powers

For more information on Council's Long Term Financial Plan and Asset Management Strategy refer to Wollondilly 'revised' Resourcing Strategy 2013/14 – 2022/23 at www.wollondilly2033.com.au

INTEGRATED PLANNING AND REPORTING FRAMEWORK

The Integrated Planning and Reporting framework for local Councils in NSW was introduced by the Division of Local Government in 2009. IP&R is effectively another name for what most of us would call “**business planning**”.

Wollondilly’s Corporate Business Planning documents consist of:

- Wollondilly Community Strategic Plan 2033
- Wollondilly Resourcing Strategy 2013/14 - 2022/23
- Wollondilly Delivery Program 2013/14 - 2016/17 & Annual Operational Plan
- Wollondilly Reporting – Quarterly & Annual
- Wollondilly Community Strategic Plan (CSP) 2033
Is the Community’s story including key issues, strengths, opportunities and challenges for the future.
- Wollondilly Resourcing Strategy 2013/14 – 2022/23
The CSP provides a means for our community to express their long term aspirations. However, these aspirations will not be achieved without sufficient resources – time, money, assets and people to carry them out. The Wollondilly Resourcing Strategy is a critical link when it comes to translating objectives into actions.
- Wollondilly Delivery Program 2013/14 – 2016/17 & Annual Operational Plan
- Delivery Program – is a summary of the strategies and activities that Council has prioritised over its four year term to achieve the outcomes in the CSP.
- Operational Plan – shows detailed actions we will undertake that clearly link to our Delivery Program. It addresses the full range of Council’s operations.
- Wollondilly Reporting
The Annual Report and Quarterly Reviews are important tools designed to help achieve best practice outcomes for Council and better outcomes for the Community.

THE PURPOSE OF WOLLONDILLY’S CORPORATE BUSINESS PLANNING DOCUMENTS

The purpose of Council’s corporate “business planning” documents is to focus on long-term strategic planning and to set priorities and aspiration through what our community is asking of Council.

Our Wollondilly Community faces a specific set of challenges that arise from where we are:

- Our relatively low population
- Our location on the fringe of a city
- Our dispersed and varied towns and villages
- Our attractiveness as a place to live means that increasing population growth will be an important part of our future

Our Wollondilly Community faces a specific set of challenges that arise from what we have:

- A substantial and ongoing shortfall in the funding required to maintain our assets to a satisfactory condition in particular roads and community facilities
- A shortfall that is expected to grow as the Shire continues to meet demands for additional residential and employment lands, with consequent increases in traffic volume damaging our roads
- A deteriorating road network, Wollondilly has a higher than average crash rates across the Shire, particularly for our young drivers
- Deteriorating assets that can no longer be used due to safety risks

● Over the years the aspirations expressed by our community has been clear and consistent and are currently presented in the **Wollondilly Community Strategic Plan 2033**.

Our community wants:

- A balanced approach to growth which maintains the vision of “rural living”
- A network of sustainable, prosperous and resilient towns and villages
- Access to a greater range of local services and facilities
- More local jobs and education
- Better transport options
- Safer roads
- To protect and enhance our natural places and waterways
- To live a healthy lifestyle in rural surrounds
- To feel safe and protected
- To secure a future for ourselves and our children
- Leadership from Council
- Council to responsibly manage its finances and assets
- Council to listen and to be ethical, accountable and transparent

Through Council's corporate "business planning" documents Council is continually investigating and identifying opportunities to achieve what our community wants. However these wants and aspirations cannot be achieved without time, money, assets and people to make them happen.

● **The Wollondilly Resourcing Strategy 2013/14 – 2022/23 documents:**

Council's Long-Term Financial Plans, Current Financial Position, Planning Assumptions, Sensitivity Analysis, Performance Monitoring and 3 Scenarios to address the asset renewal and maintenance challenges as identified.

The Strategy also documents the questions Council asks to deliver on what the Community wants, questions such as:

- Can we afford what the community wants?
- How can we go about achieving these outcomes?
- Can we survive the pressures for the future?
- What are the opportunities for future growth and economic growth?
- Can we address the infrastructure backlog?
- Can we develop cost-effective management strategies for the long term?
- Will we meet the impact of growth through demand management and infrastructure investment?
- Will we adequately manage risks associated with asset failure?
- How will we implement continuous improvements in asset management practices?

●● **The Wollondilly Delivery Program 2013/14 – 2016/17 & Operational Plan 2015/16 documents:**

A summary of the strategies, activities and actions that Council has prioritised and will continue to work towards achieving the outcomes in the Community Strategic Plan; it addresses the full range of Council's operations and is reported through the Wollondilly Reporting documents.

● **Wollondilly Reporting** is an important tool designed to help achieve best practice outcomes for Council and better outcomes for our Community. Council reports on a quarterly and annual basis.

Wollondilly Reporting both annual and quarterly can be sourced from www.wollondilly2033.com.au

Wollondilly Annual Report reports on the achievements in implementing the Delivery Program and the effectiveness of the principle activities undertaken in achieving the objectives in the Wollondilly Community Strategic Plan at which those activities are directed. It also includes Council's audited financial reports and information that is prescribed by the Local Government (General) Regulation 2005.

Wollondilly Quarterly Reporting consists of two sections:

1. Quarterly Budget Review Statement
2. Quarterly Operational Review

1. Quarterly Budget Review Statement

The quarterly budget review acts as a barometer of Council's financial health during the year. It discloses Council's overall financial position, providing sufficient information to enable informed decision making while ensuring transparency in the process. It is also a means to ensure that Council remains on track to meet its objectives, targets and outcomes as set out in the Operational Plan.

2. Quarterly Operational Review

The quarterly operational review reports on Council's progress and outcomes on actions, activities and projects set out in the Operational Plan with respect to the principle activities detailed in the Delivery Program.

The quarterly operational review is reported as follows:

July – September Awareness Report
October – December Progress Report
January – March Awareness Report
April – June Progress Report

Awareness Report

The awareness report details activities, actions or projects that are not running to time, quality or budget and requires attention from Council and Councillors. It focuses on information that is meaningful and valuable to the direction and success of the organisation in the short term.

Progress Report

The progress report provides detailed information on progress and outcomes on all of Council's activities, actions and projects as set out in the Operational Plan. This report is Council's story back to the Community on what we have delivered, what's on track, at risk or undelivered over a six month period. The progress report celebrates our achievements and discusses our challenges and focuses on key topics such as milestones, advocacy, awards, community engagement, funding & grants.

INTRODUCTION TO THE WOLLONDILLY DELIVERY PROGRAM 2013/14 – 2017 & OPERATIONAL PLAN 2015/16

In partnership with the Community Strategic Plan and Resourcing Strategy, Council strives to deliver what we said we would.

Our Delivery Program and Operational Plan have three measures to assess our progress in achieving our desired outcomes.

The following table shows the three methods of assessment and what they measure:

Measure	What it Measures
Standard Service Level	Standard Service Levels are what Council strives to deliver to our Community on a daily, weekly, monthly, quarterly or yearly basis. <i>Refer to Council's Client Service Charter for further details if required</i>
Measures of Progress	Determines if our progress is on track to achieve the desired outcomes
Target	Determines the effectiveness of each action undertaken
Important Notes	Where we do not have historical data we do not know what is an appropriate target to set. This will be changed when appropriate data is collected to guide us in setting further relevant targets. It is not always ideal to set actual targets, plotting trends maybe a better way to measure our progress for some strategies and actions

Council's Management Team are responsible for all actions in this plan.

The table below provides all Managers' details to determine responsibility of actions and for the Community to provide any feedback, comments or suggestions on any of Council's Corporate Business Planning documents.

Name	Position	Email	Telephone
Ally Dench	Executive Director Community Services & Corporate Support	Ally.dench@wollondilly.nsw.gov.au	4677 8273
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Michael Malone	Director Infrastructure & Environment	Michael.malone@wollondilly.nsw.gov.au	4677 1166
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Tate Ryan	Manager Economic Development & Tourism	Tate.ryan@wollondilly.nsw.gov.au	4677 8340
Peter Wright	Manager Community Services	Peter.wright@wollondilly.nsw.gov.au	4677 1108
Marcello Chiodo	Manager Technology, Information & Corporate Strategy	Marcello.chiodo@wollondilly.nsw.gov.au	4677 1118
Ashley Christie	Manager Financial Services	Ashley.christie@wollondilly.nsw.gov.au	4677 1114
John Sproule	Manager Governance	John.sproule@wollondilly.nsw.gov.au	4677 1161
Robyn Cooper	Manager Compliance	Robyn.cooper@wollondilly.nsw.gov.au	4677 1102
David Smith	Manager Planning	David.smith@wollondilly.nsw.gov.au	4677 1138
Justin Nyholm	Manager Works	Justin.nyholm@wollondilly.nsw.gov.au	4677 8247
Brad Staggs	Manager Environmental Services	Brad.staggs@wollondilly.nsw.gov.au	4677 1129
Michael Nelson (Acting position)	Manager Infrastructure Planning	mike.nelson@wollondilly.nsw.au	4677 1180

WOLLONDILLY OPERATIONAL PLAN 2015/16

PURPOSE

Growing **Your** Future
Together

VISION

We all want
Wollondilly to
continue to be a great
place to live, work
and visit

DIRECTION

Wollondilly
Community Strategic
Plan 2033

Wollondilly Delivery
Program 2013/14 –
2016/17

Outcomes

Strategies

Looking after the Community

- Access to a range of activities, services and facilities
- A connected and supported Community

CO1 Community Building, Well-being Identity

Deliver a range of community programmes, services, facilities and events which strengthen the capacity, well-being and cultural identity of our community.

CO2 Working with Others

Work with other agencies and service providers to deliver community programmes, services and facilities which complement and enhance Council's service provision.

CO3 Social Planning

Undertake strategic social planning and research regarding community needs and issues.

CO4 Engagement and Communication

Implement excellence in our community engagement by listening to and responding to the needs and concerns of residents.

Accountable & Transparent Governance

- Government, Community and business talking and working together
- A Council that demonstrates good business management and ethical conduct

GO1 Quality Employer

Provide and attractive employment choice for talented people.

GO2 Best Practice Governance

Be a leader in best practice local government governance.

GO3 Customer Service

Deliver responsive and helpful services to all our customers.

GO4 Advocacy

Advocate strongly for the interests of Wollondilly and its community.

GO5 Financial Sustainability

Maintain Council in a strong and sustainable financial position.

GO6 Resource Efficiency

Be efficient and effective in the use of Council resources and provide value for money in the delivery of services.

	GO7 Information Management Ensure best practice approach as to the delivery of quality information and technology services.
	GO8 Corporate Image Promote a positive representation of Council's corporate image.
Caring for the Environment <ul style="list-style-type: none"> • Our local environment is valued and protected • A Community that interacts with and cares for their environment 	EN1 Biodiversity Resilience Protect and conserve biodiversity and natural resources, including waterways, riparian lands and groundwater dependant ecosystems.
	EN2 Growth Management Apply best practice environmental principles to the management of future growth.
	EN3 Development Assessment Apply best practice environmental principles to the assessment of development and planning proposals.
	EN4 Environmental Responsibility Educate and promote legislative environmental responsibilities to the community.
	EN5 Auditing, Monitoring and Enforcement Undertake auditing, monitoring and regulatory enforcement to protect the environment and the health, safety and well-being of the community.
	EN6 Waste Management Improve waste minimisation and recycling practices in homes, workplaces, development sites and public places.
	EN7 Sustainable Living Educate, promote and support low consumption, sustainable lifestyles and lowering of the Shire's carbon footprint.
Building a strong local Economy <ul style="list-style-type: none"> • A strong local economy providing employment and other opportunities 	EC1 Economic Development Enhance economic development in Wollondilly Shire through innovative engagement and ongoing promotion of our strengths.
	EC2 Planning for and Supporting Business Strengthen and diversify Wollondilly's economic base by attracting and supporting the development of a diverse range of industries.
	EC3 Manage Growth Encourage and manage growth to ensure that it contributes to economic well-being.
	EC4 Managing Development and Land Use Manage and regulate land use and development in order to achieve a high quality built environment which contributes to economic well-being.
	EC5 Protect Natural Resources Protect natural resources so as to contribute to the Shire's economic well-being.
Management and Provision of Infrastructure <ul style="list-style-type: none"> • Safe, maintained and effective infrastructure • Access to a range of transport options 	IN1 Maintain Road Network Ensure that the road network is maintained to a standard that is achievable within the resources available.
	IN2 Manage Road Network Manage the road network to respond to community needs, growth in the Shire, improving road safety and improving transport choices.
	IN3 Provision of Facilities Provide a range of recreation and community facilities to meet the needs of the community.
	IN4 Emergency Management Plan for and assist in the community's response to emergencies such as bushfires and flooding.
	IN5 Advocacy and Lobbying Represent our community with regard to external services including energy, communications, water, waste management and resource recovery.



LOOKING AFTER THE COMMUNITY

STANDARD SERVICE LEVELS

- Facilitate quarterly Community Advisory Group and Community meetings
- Conduct an annual Community Grants Program
- Facilitate a minimum of 6 celebratory events per annum
- Develop and maintain an online Community Directory and Volunteering Data Base
- Provide a Community Bus Resource
- Provide mobile library, youth, community development and information service across the Shire
- Provide a range of opportunities for the Community to consult with Council

MEASURES OF PROGRESS

- MP1. Increased range of ways in which Council engages with the Community
- MP2. Increased grant funding provided to Council for Community Services
- MP3. Greater community participation at Community events
- MP4. Increased number of people using library services
- MP5. Increased number of families accessing Council's Children's services

COMMUNITY

Strategy	DP Action	Code	Operational Plan Action 2015/16	Outcome/measure	Responsibility
<div>SRV</div> <div>Community Building, Well-being and Identity</div>	Deliver a range of Community programmes, services, facilities and events which strengthen the capacity, well-being and cultural identity of our community.	CO1.1	Deliver a high quality library service based on best practice standards and approaches	Achieve positive outcomes against all key industry performance measures	Manager Community Services
		CO1.2	Continue to deliver a high quality library service throughout the process of reconstruction and relocation of library services	All major library programs and activities continue to be delivered Minimise disruption to customers (customer complaints)	Manager Community Services
		CO1.3	Deliver high quality children's services in accordance with legislative requirements and best practice standards and approaches	Compliance with all Legislative Requirements	Manager Community Services
		CO1.4	Deliver projects, programs and events to foster community connectedness, capacity, identity, cultural expression and diversity	Participation from all key target groups	Manager Community Services
		CO1.5	Review Council's approach to community events	Implement new approaches to events Q.1	Manager Community Services
		CO1.6	Review and improve the capacity of the Dilly Wanderer	Increase patronage and wider range of programs	Manager Community Services
		CO1.7	Provide improved Library/Cultural/Civic Facilities in Wollondilly	Construction to commence Q.1 Completion date Q.4	Manager Works
		CO1.8	Provide Regional Sportsground facility in Picton	Completion of the Pedestrian link to the Sportsground Q.4	Manager Infrastructure Planning

COMMUNITY

Strategy	DP Action	Code	Operational Plan Action 2015/16	Outcome/measure	Responsibility
Working with Others	Work with other agencies and service providers to deliver community programmes, services and facilities which compliment and enhance Council's provision.	CO2.1	Lobby and work in partnership with other agencies and service providers to deliver community programmes, services and facilities	Regular representation and correspondence Conduct regular information forums in partnership with other agencies	Manager Community Services
		CO2.2	Attract grant funding to support community programmes, services and facilities	Number of applications submitted Number of successful grant applications secured	
SRV Social Planning	Undertake strategic social planning and research regarding community needs and issues.	CO3.1	Undertake strategic social planning and research to identify current and future community needs and issues, particularly in relation to future growth	Social Planning Strategy draft complete Q.3 Social Planning Strategy adopted Q.4	Manager Community Services
		CO3.2	Increase social planning input into development applications and growth matters	Increase number of comments on development applications and planning proposals	Manager Community Services
SRV Engagement and Communication	Implement excellence in our Community engagement by listening to and responding to the needs and concerns of our residents	CO4.1	Review of Council's Community Engagement Framework	Complete 80% of the Success Management Project outcomes relating to this framework Q.4	Manager Community Services
		CO4.2	Implement on-line community engagement panel	Launch panel Q.1	Manager Community Services
		CO4.3	Review of Council's Advertising/Promotion Strategy	New approaches implemented Q.1	Manager Community Services
		CO4.4	Review of communication with Councillors	Complete 80% of the Success Management Project outcomes relating to this review Q.4	Executive Director Community Services & Corporate Support





ACCOUNTABLE & TRANSPARENT GOVERNANCE

STANDARD SERVICE LEVELS

- Provide financial concessions for eligible pensioners
- Council provides 24 hours, 7 days a week phone service
- A minimum of 10 Council Meetings per calendar year
- A minimum of 10 Community Forums per calendar year
- Weekly Council Newsletter (Bush Telegraph) published in the local newspapers and Wollondilly Shire Council website
- All social media posts responded to within 1 working day
- All external Council's Positions Vacant advertised through various related media

MEASURES OF PROGRESS

- MP1. Timeliness of complaints requiring an intervention of Code of Conduct Committee/sole reviewer
- MP2. Media Analysis
- MP3. Increased viewers/participants
- MP4. Increased Website usage



GOVERNANCE

Strategy	DP Action	Code	Operational Plan Action 2015/16	Outcome/ measure	Responsibility
Quality Employer	Provide an attractive employment choice for talented people	GO1.1	Update the Workforce Planning Strategy	Review completed by Q.3 Undertake Staff Survey Q.3	Manager Executive Services
		GO1.2	Provide personal and professional development opportunities for all staff including educational assistance	As referenced in the Workforce Management Strategy Identified in Annual Performance Reviews conducted for all staff	Manager Executive Services
		GO1.3	Continue to implement and improve staff Performance Management system	All assessments comply within agreed timeframes	Manager Executive Services
		GO1.4	Provide Employee Relation Services including attraction and retention of quality staff, payroll services and risk management services	As part of the review of the Workforce Management Strategy	Manager Executive Services
		GO1.5	Provide flexible working options for staff	Develop options paper and present to Executive Q.2	Manager Executive Services
		GO1.6	Continue to support gender diversity	Information session with a gender diversity focus to be run for potential candidates for the local government elections Q.3	Manager Executive Services
Best Practice Governance	Be a leader in best practice local government governance	GO2.1	Review and enhance best practice approaches to ethical governance	Recommendation/s from Audit Committee are actioned Recommendations are actioned within timeframes	Manager Governance


GOVERNANCE

Strategy	DP Action	Code	Operational Plan Action 2015/16	Outcome/measure	Responsibility
Best Practice Governance	Be a leader in best practice local government governance	GO2.2	Management and monitoring of statutory reporting and auditing	All legislative reports are submitted to appropriate Authorities within required timeframes	Manager Governance
		GO2.3	Conduct meetings of the elected members in an accordance with legislative requirement and best practice approaches	Council Meetings and Committee Meetings meet legislative requirements and agreed standards Community Forums agreed standards	Manager Governance
		GO2.4	Manage provision of information through Government Information (Public Access) Act	Compliance with legislative requirements	Manager Governance
		GO2.5	Implement outcomes of Local Government Reform	Compliance with Legislative Requirements Application submitted for Fit for the Future by due date Implement recommendation/s of Local Government Act Review subject of budget approval	Manager Governance
Customer Service	Deliver responsive and helpful services to all of our customers	GO3.1	Deliver quality Customer Service through various means such as face to face interactions and online services	Review Client Service Charter complete Q.3 Completion of training for staff on Client Service Charter Q.4 Customer Feedback (survey)	Manager Technology, Information & Corporate Strategy
		GO3.2	Provide and improve information through on-line portals and implement self-service options	Increased website usage Launch new website Q.1	Manager Technology, Information & Corporate Strategy

GOVERNANCE

Strategy	DP Action	Code	Operational Plan Action 2015/16	Outcome/measure	Responsibility
Advocacy	Advocate strongly for the interests of Wollondilly and its Community	GO4.1	Lobby the State Government and other service providers for better outcomes	Continue to advocate for removal of cap on developers contributions	Director Planning
		GO4.2	Lobby the State Government and other service providers for better outcomes	As identified in the "Issues for Wollondilly" paper and as required	All Managers
 Financial Sustainability	Maintain Council in a strong and sustainable financial position	GO5.1	Deliver short & long term financial planning processes	Development of Annual Operational Plan Budget and revised L.T.F.P.	Manager Financial Services
		GO5.2	Prepare and submit Statutory Financial Reports	Audited Financial Statements presented to OLG by 31 October Quarterly Budget Review Statement presented to Council within 8 weeks from the end of quarter	Manager Financial Services
		GO5.3	Maintain and improve financial management systems and processes	Improved internal reporting and budgeting mechanisms / processes	Manager Financial Services
		GO5.4	Report annually on Council's FFTF performance	Achievement of each of the 7 FFTF benchmark ratios	Manager Financial Services
 Resource Efficiency	Be efficient and effective in the use of Council resources and provide value for money in the delivery of services	GO6.1	Continue to manage and monitor Internal Audit processes. Integration of Audit and Risk Management Systems.	Review of Audit Function completed by Q2. Implementation of Audit recommendations in set timeframes	Manager Governance
		GO6.2	Continue to document strengths based performance through the SEE change project	Reviewed at the same time as the CSP 4 yearly review	Executive Director Community Services & Corporate Support

GOVERNANCE

Strategy	DP Action	Code	Operational Plan Action 2015/16	Outcome/ measure	Responsibility
 Resource Efficiency	Be efficient and effective in the use of Council resources and provide value for money in the delivery of services	GO6.3	Continue to Improve and enhance organisational planning processes and corporate reporting as per legislative requirements	Delivered with Legislative timeframes	Manager Technology, Information & Corporate Strategy
		GO6.4	Continue to manage and support the "Success Management" program (developed January 2014)	2 New Projects per annum launched	Manager Technology, Information & Corporate Strategy
		GO6.5	Continue to plan and deliver tl.connect (Council's in-house Team Leaders Network)	Increase participation Minimum of 2 Meetings per quarter	Manager Technology, Information & Corporate Strategy
		GO6.6	Provision and management of appropriate, safe and efficient heavy plant, trucks and motor vehicles to support Council's operations by reviewing needs and types of plants to address organisational needs	Plant Asset Management Plan Q.4 Replacement & Procurement Strategy Q.4	Manager Works
		GO6.7	Draft a framework to establish Service Levels with the Community	Complete Draft Q.3	Executive Director Community Services & Corporate Support

GOVERNANCE

Strategy	DP Action	Code	Operational Plan Action 2015/16	Outcome/measure	Responsibility
Information Management	Ensure best practice approach to the delivery of quality information and technology services	GO7.1	Provide quality information management records and archival services	Increased timeliness & quality achieved Decrease number or remain static of non-compliances in Trim each quarter	Manager Technology, Information & Corporate Strategy
		GO7.2	Provide server and desktop environments that are robust and reliable platform for applications and systems	Review the Wollondilly Information Communication Technology (ICT) Strategic Plan by Q.3	Manager Technology, Information & Corporate Strategy
		GO7.3	Management of ongoing development of Council's Geographic Information System (GIS)	Further access to information for internal and public access quarterly Increase in usage	Manager Governance
		GO7.4	To manage and maintain Council's interests in property assets	Council's Properties are managed in accordance with legislative requirements and standards	Manager Governance
Corporate Image	Promote a positive representation of Council's corporate image	GO8.1	Maintain and improve Council's corporate image through branding and marketing	Complete 80% of the Success Management Project outcomes relating to this improvement Q.4	Manager Community Services
		GO8.2	Provide innovative and user friendly Council information via social media and web systems	Monitor views and likes on Council's social media (facebook, twitter, You tube)	Manager Community Services
		GO8.3	Manage and monitor Council's image through Social Media channels	Complete 80% of the Success Management Project outcomes relating to this action Q.4	Manager Community Services



CARING FOR THE ENVIRONMENT

STANDARD SERVICE LEVELS

- Distribute 40,000 plants throughout the Shire each year
- Domestic Waste collection offered each week
- Four Environmental Educational Programs delivered per year
- Customer Requests for Trees, weeds and hazard reduction responded to within 14 days
- Quarterly “free” microchip day
- Bi-annual School Visits
- Various education programs delivered throughout the year
e.g. swimming pools and spas

MEASURES OF PROGRESS

- MP1. Increased funding for bio-diversity programs
- MP2. Waste Management Contract accepted by Q.2
- MP3. 66% waste diversion from landfill
- MP4. Net median processing times for Development Applications less than 40 days

ENVIRONMENT

Strategy	DP Action	Code	Operational Plan Action 2015/16	Outcome/measure	Responsibility
Biodiversity Resilience	Protect and conserve biodiversity and natural resources	EN1.1	Provide quality Environmental and Planning Assessments	Decrease in resubmitted internal referrals	Manager Environmental Services
		EN1.2	Facilitate responsible public and private tree management	Decrease assessment times for public and private tree management (set benchmark) Complete Review of process by Q.1 Implementation by Q.4	Manager Environmental Services
		EN1.3	Appropriate manage weeds in accordance with local and regional strategies	Increased awareness Shire wide through means such as forums, educational and promotional material	Manager Environmental Services
		EN1.4	Facilitate improvement in native biodiversity through community participation	Increased community participation through means such as forums and workshops	Manager Environmental Services
		EN1.5	Advocate for mining, coal seam gas and extractive industries to be conducted in a responsible manner	Attend Association Meetings as required Number of engagement events connecting the community to mining, coal seam gas and extractive industries	Manager Environmental Services
Growth Management	Apply best practice environmental principles to the management of future growth	EN2.1	Provide advice for sustainable principles for biodiversity, waste and water in growth areas (Manage Growth)	Number of engagement of tools for bio	Manager Environmental Services
		EN2.2	Ongoing Management of Council's role and input into Environmental Investigations for major land release proposals	Actively participate in the Project Control Group for the Greater Macarthur Investigation Area	Director Planning

ENVIRONMENT

Strategy	DP Action	Code	Operational Plan Action 2015/16	Outcome/measure	Responsibility
Development Assessment	Apply best practice environmental principles to the assessment of development applications and planning proposals	EN3.1	Comply with Sewage Management Policy and Environmental Zones Policy	Comply with objectives Referrals to Office of Environment and Heritage (OEHL)	Manager Planning
		EN3.2	Provide assessment process for all development applications and related approvals	Net median processing times for Development Applications less than 40 days	Manager Planning
		EN3.3	Management and delivery of Assessment services for Section 68 Certificates including onsite sewage management applications	Net median processing times for Section 68 Certificates less than 40 days	Manager Compliance
		EN3.4	Continue to deliver Success Management Planning Services Project Outcomes (link EC4.3)	Finalise remaining tasks from the Success Management Planning Services Project	Manager Compliance
Environmental Responsibility	Educate and promote legislative environmental responsibilities to the Community	EN4.1	Promote and provide education to the public in their legislative responsibilities in regards to land management, vegetation clearing and waste disposal	Increased community participation through means such as forums and workshops	Manager Environmental Services

ENVIRONMENT

Strategy	DP Action	Code	Operational Plan Action 2015/16	Outcome/ measure	Responsibility
Environmental Responsibility	Educate and promote legislative environmental responsibilities to the Community	EN4.2	Continue to develop and implement education initiatives for the community to increase awareness and responsibilities of dog & cat ownership	Continue a Micro-chipping Program Daily update of Council's website of animals impounded and their availability Increased hits on Council's Webpage and likes on Council's Facebook page	Manager Compliance
		EN4.3	Promote and provide education to the public in their legislative responsibilities in regards to pool safety	Pool Compliance Inspections 10% p.a. to be met as per audit program	Manager Compliance
Auditing, Monitoring and Enforcement	Auditing, monitoring and regulatory enforcement to protect the health, safety and well-being of the Community	EN5.1	Provide a high quality service to ensure safe and legislatively compliant impoundment of animals.	% of dogs and cats identified under the Act returned to their Owners Increased number of impounded dogs and cats already registered at time of impoundment Increased number of Registrations collected per quarter Minimal Euthanasia of Dogs and Cats	Manager Compliance
		EN5.2	Monitoring of fire safety statements annually	Target number of premises audited for fire safety compliance 10% including building upgraded for change of use - alterations and additions	Manager Compliance

ENVIRONMENT

Strategy	DP Action	Code	Operational Plan Action 2015/16	Outcome/measure	Responsibility
Auditing, Monitoring and Enforcement	Auditing, monitoring and regulatory enforcement to protect the health, safety and well-being of the Community	EN5.3	Inspection of medium and high risk food premises annually	100% of Medium - High Inspections completed per annum 10% increase in participating premises for Scores on Doors	Manager Compliance
		EN5.4	Actively respond to complaints and issues identified to ensure appropriate outcomes for illegal development, dumping and other activities such as abandoned vehicles, noise pollution and odour.	Complaint responded to in 7 days	Manager Compliance
		EN5.5	Provide management and investigation of dog attacks and dangerous dog declarations	Annual inspection of declared and Restricted Dogs Enclosures In accordance with Companion Animal Act legislation	Manager Compliance
		EN5.6	Continue to address a range of regulatory public & environmental health functions as well as other services to the community and stakeholders	Compliance with the Public Health Unit and Local Government Operational Plan	Manager Compliance
Waste Management	Improve waste minimisation and recycling practices in homes, workplaces, development sites and public places	EN6.1	Manage and monitor landfill operations	Submit Legislative Reports on time	Manage Environmental Services
		EN6.2	Implementation of the domestic waste and landfill management contracts	Reduction customer complaints 6 monthly evaluation Determine appropriate measures from first 6 monthly evaluation	Manage Environmental Services

ENVIRONMENT

Strategy	DP Action	Code	Operational Plan Action 2015/16	Outcome/measure	Responsibility
Waste Management	Improve waste minimisation and recycling practices in homes, workplaces, development sites and public places	EN6.3	Implement and deliver new domestic and commercial waste management contract	Monthly reviews on contract performance Determine appropriate measures from first monthly evaluation	Manage Environmental Services
		EN6.4	Deliver and implement effective Waste Education Strategies	Implementation of the waste and recycling strategy Completion of strategy by Q.1 Track of Waste Avoidance Resource Recovery Strategy (WARRS) measures to set baseline Q.4	Manage Environmental Services
		EN6.5	Continual development and implementation of waste minimisation strategies	66% waste diversion from landfill	Manage Environmental Services
Sustainable Living	Educate, promote and support low consumption, sustainable lifestyles and lowering of the Shire's carbon footprint	EN7.1	Deliver quality internal and external sustainability education	Programs run as per schedule Implement Council's Energy and Water Management Audit Q.4	Manage Environmental Services
		EN7.2	Continue to provide a Community Nursery and Educational Environment Centre to encourage participation in sustainable lifestyles initiatives in sustainability and support innovative programs for schools	6 Programs per annum Increase participation in the "Adopt a School" program	Manage Environmental Services



BUILDING A STRONG LOCAL ECONOMY

STANDARD SERVICE LEVELS

- Visitor Information Centre opened 7 days a week
- On Duty Building Inspector available 8am – 10am weekdays
- All building inspections within 48 hours
- On Duty Planner available 8am – 12pm weekdays
- Written development enquiries responded to within 14 days

MEASURES OF PROGRESS

- MP1. Review Visitor Information Guide every 2 Years
- MP2. Increased Medical Services in Wollondilly
- MP3. % of certificates issued by Council; Market share against Private Certifiers
- MP4. Maintain % of Market Share of Certificates issued by Council
- MP5. Increased electronic housing applications
- MP6. Construction Certificates within legislative timeframes

ECONOMY

Strategy	DP Action	Code	Operational Plan Action 2015/16	Outcome/measure	Responsibility
Economic Development	Enhance economic development in Wollondilly Shire through innovative engagement and ongoing promotion of our strengths.	EC1.1	Conduct events and educational activities that support and promote business and economic development	Evaluate and enhance current events program to strengthen economic development and tourism outcomes	Manager Economic Development & Tourism
		EC1.2	Engage and support existing businesses in the Shire	Engage and meet with local businesses on a regular basis Connect local businesses to business support programs	Manager Economic Development & Tourism
		EC1.3	Position and promote the Shire as a place for business development, tourism and sustainable rural living. Maximise Council's potential as a 'Peri-Urban' local government authority	Develop an investment prospectus Q.2 Identify and promote investment opportunities Attend the Sydney 'Peri Urban' network of Councils	Manager Economic Development & Tourism
Planning for and Supporting Business	Strengthen and diversify Wollondilly's economic base by attracting and supporting the development of a diverse range of industries.	EC2.1	Review and Refocus the Economic Development Strategy	Implement Actions identified in the Economic Development Strategy by Q.4	Manager Economic Development & Tourism
		EC2.2	Ensure our strategic planning system provides opportunities for and supports a range of industries and business development opportunities	Complete further review of DCP Q.2 Net median determination time for office/retail/industrial Development Applications less than 75 days.	Manager Planning
Manage Growth	Encourage and manage growth to ensure that it contributes to well-being	EC3.1	Review the Growth Management Strategy with a focus on sustainable economic growth	Advocate for finalisation of the Growth management Strategy Review completed by Q.2	Director Planning

ECONOMY

Strategy	DP Action	Code	Operational Plan Action 2015/16	Outcome/measure	Responsibility
Manage Growth	Encourage and manage growth to ensure that it contributes to well-being	EC3.2	Take the appropriate action to ensure the community is consulted in relation to major land release proposals.	Implementation of adopted Community Engagement Framework	Director Planning
Managing Development and Land Use	Manage and regulate land use and development in order to achieve a high quality built environment which contributes to economic well-being	EC4.1	Development assessment process that adheres to legislative requirements and timeframes	Employ heritage advisor Referrals undertaken to Office of Environment and Heritage (OEH) Timely assessment of Planning Proposals and Development Applications	Manager Planning
		EC4.2	Provide accurate and timely information and or advice in relation to Development and land use enquiries	Provide a range of pre-lodgement options	Manager Planning
		EC4.3	Continue to deliver Success Management Planning Services Project Outcomes (link EN3.4)	Finalise remaining tasks from the Success Management Planning Services Project	Manager Planning
		EC4.4	Provide assessment process for Complying Development Applications	Net median processing times for Complying Development Applications less than 12 days	Manager Compliance
Protect Natural Resources	Protect natural resources so as to contribute to the Shire'	EC5.1	Protect and support new & existing agriculture	Review permissible uses in Rural Zones 15/16	Manager Planning
		EC5.2	Investigate bio-banking opportunities	Number of opportunities identified increased	Manager Environmental Services
		EC5.3	Promote and Support eco-tourism initiatives	As required in response to proposals	Manager Economic Development & Tourism



For the Safety of Shoppers
ZABIMUKU TOWN CENTRE
Prohibits the use of the following
on this property

-  NO BICYCLES
-  NO SKATEBOARDS
-  NO SCOOTERS


WET FLOOR



MANAGEMENT AND PROVISION OF INFRASTRUCTURE

STANDARD SERVICE LEVELS

- Ensure all facilities are clean & safe as per relevant standards
- Mow grass as per maintenance schedule
- Customer Request Acknowledgement within 7 working days
- Customer Request Response within 14 working days



MEASURES OF PROGRESS

- MP1. Increased utilisation of recreation and community facilities
- MP2. Provision of improved facilities to meet the changing needs of the community (Works Program is being delivered)
- MP3. Refine and adjust maintenance schedules to ensure longevity of Council Assets
- MP4. Key projects delivered (\$9 million loan funded program over 2 years)
- MP5. Customer feedback on Road Safety Programs
- MP6. % of road maintenance budget expended
- MP7. Increased usage of Council's online bushfire mapping
- MP8. Buildings & Infrastructure Renewals Ratio (a ratio of 1.0 or greater is preferred).

INFRASTRUCTURE

Strategy	DP Action	Code	Operational Plan Action 2015/16	Outcome/ measure	Responsibility
<div>SRV</div> <div>Maintain Road Network</div>	Ensure that the road network is maintained to a standard that is achievable within resources available	IN1.1	Develop programs for road network maintenance and renewal from Asset Management Plan (including outcomes of the Special Rate Variation application) Report annually on the program of expenditure funded by the SRV	Major Programs developed for 2015/16 by Q.1 Published Q.1 Report annually on the program of expenditure funded by the Special Rate Variation	Manager Infrastructure Planning
		IN1.2	Maintain and enhance asset management system to support the management of all infrastructure assets in accordance with Council's Asset Strategy document	Adopt & implement Transport Asset Management Plan Q.2	Manager Infrastructure Planning
		IN1.3	Develop programs for road network maintenance and renewal from Asset Management Plan (including outcomes of the Special Rate Variation application)	Develop geospatial defects reporting and repair tracking program Q.4	Manager Works
		IN1.4	Maintain and improve road infrastructure including repairs, pavement repairs, road reconstruction, drainage, bridge repairs, footpath, kerb & gutter, signs and line marking.	Works Programs completed and reported quarterly	Manager Works
<div>SRV</div> <div>Manage Road Network</div>	Manage the road network to respond to the Community needs, growth in the Shire, improving road safety, and improving transport choices	IN2.1	Identify high crash locations and apply for appropriate funding	Applications vs. viable opportunities	Manager Infrastructure Planning

INFRASTRUCTURE

Strategy	DP Action	Code	Operational Plan Action 2015/16	Outcome/measure	Responsibility
 Manage Road Network	Manage the road network to respond to the Community needs, growth in the Shire, improving road safety, and improving transport choices	IN2.2	Develop and deliver road safety education programs including drink safe, fatigue and child safety	Deliver as per Council's Road Safety Program 2015/16	Manager Infrastructure Planning
		IN2.3	Implement traffic and parking improvements in response to identified community needs and growth	Address issues as they arise Prioritise list of investigation sites to inform Works Program Publish list quarterly	Manager Infrastructure Planning
		IN2.4	Improve access and connectivity for pedestrians and cyclists.	Completion of annual footpath and cycleway program 50% draft of WSC Bike Plan by Q.4	Manager Infrastructure Planning
 Provision of Infrastructure and Facilities	Provide a range of infrastructure and Community facilities to meet the needs of the Community	IN3.1	Provide quality and timely advice to Strategic Planning and development assessment proposals	Adopt a Service Level Agreement (SLA) with Planning Services Q.4	Manager Infrastructure Planning
		IN3.2	Managing and delivery of infrastructure through sub-division, development activities and the Developer Contribution process	Assets constructed to Council's requirements Process for acceptance of contributed assets to be developed and implemented Q.4 Process and SLA for subdivision inspections to be adopted and implemented Q.4	Manager Infrastructure Planning
		IN3.3	Planning for new and improved community and recreational facilities	Open Space Strategy Review Q.4 Deliver update Works Program and estimates for S94 Plan	Manager Infrastructure Planning

INFRASTRUCTURE

Strategy	DP Action	Code	Operational Plan Action 2015/16	Outcome/ measure	Responsibility
<div>SRV</div> <div>Provision of Infrastructure and Facilities</div>	Provide a range of infrastructure and Community facilities to meet the needs of the Community	IN3.4	Continue to provide appropriate swimming and aquatic facilities to the Community	Completion of Procurement Process for aquatic facilities Q.2 Completion of monthly inspection and reporting regime Q.1	Manager Infrastructure Planning
		IN3.5	Deliver new and improved community and recreational facilities	Priority Works Program Q.4	Manager Works
		IN3.6	Management and maintenance of a range of recreation facilities including sportsgrounds, playgrounds and passive open space	Monitored through Council's Customer Request Management Section 355 Management Committee Survey completed annually	Manager Infrastructure Planning
		IN3.7	Management and maintenance of community facilities and public buildings	Customer Satisfaction Survey completed annually Monitored through Council's Customer Request Management	Manager Infrastructure Planning
		IN3.8	Maintain the streetscapes of the Shire's townships and villages	Programs completed	Manager Environmental Services
		IN3.9	Provision of Public Cemetery Services	Scheduled maintenance completed Service provided in an appropriate and timely manner Statutory obligations met Evaluate Policy	Manager Environmental Services

INFRASTRUCTURE

Strategy	DP Action	Code	Operational Plan Action 2015/16	Outcome/measure	Responsibility
Emergency Management	Plan for and assist in the Community's response to emergencies such as bushfires and flooding	IN4.1	Provide support services to the Local Emergency Management Committee (LEMC) and the Local Emergency Operations Controller (LEOCON). 1. Provide LEMC administration support 2. Provide and operational Emergency Operation Centre 3. Provide incident support 4. Local Emergency Management Plan 5. Pre-Bushfire session briefing for Wollondilly Shire Council (WSC) support staff	Facilitate and implement Emergency Operation Centre (EOC) at times of emergency Develop LEMC Action Plan in Q.1 and have the Actions completed by Q.4 Satisfactory completion of EOC audits Undertake Post incident Reviews WSC component Q.1 LEMC to endorse Plan Q.4 Briefing by end of Q.2	Manager Works
		IN4.2	Provide support and facilities to the Rural Fire Service (RFS) and State Emergency Service	Achieve RFS Equipment Services schedules	Manager Works
		IN4.3	Ongoing review of flood plain management to respond to identified issues such as climate change	Stonequarry Creek Flood Study adopted Q.3	Manager Infrastructure Planning
		IN4.4	Hazard Reduction Control – Identify, Raise funds and Program	Complete funded programs	Manager Environmental Services
Advocacy and Lobbying	Represent our Community with regard to external services including human services, energy, communications, water, waste management and resource recovery	IN5.1	Lobby the State Government and other service providers for improved services and infrastructure.	As identified in the "Issues for Wollondilly" paper and as required	All Managers



FINANCIAL INFORMATION

FINANCIAL SUMMARY FOR THE 4 YEARS ENDING 30 JUNE 2019

INCOME STATEMENT

	2015/16 Proposed	2016/17 Proposed	2017/18 Proposed	2018/19 Proposed
OPERATING REVENUES				
Rates & Annual Charges	32,342,369	35,454,564	39,446,360	43,556,195
User Charges & Fees	4,440,469	4,417,746	4,634,609	4,673,431
Interest & Investment Revenue	1,233,000	1,241,262	1,396,495	1,434,703
Operating Grants & Contributions	7,391,149	7,228,555	7,434,151	7,655,829
Other Operating Revenues	817,537	841,463	866,107	764,813
Total Operating Revenues	46,224,523	49,183,589	53,777,723	58,084,971
OPERATING EXPENSES				
Employee Costs	20,250,422	20,682,185	21,126,233	21,974,501
Materials & Contracts	14,827,390	14,773,420	15,502,471	16,106,872
Borrowing Costs	1,049,301	926,512	824,841	726,444
Depreciation	11,141,386	11,141,386	11,141,386	11,141,386
Other Expenses	4,916,579	5,352,189	5,344,891	5,578,987
Total Operating Expenses	52,185,078	52,875,692	53,939,822	55,528,190
Net Surplus/(Deficit) before Capital Amounts	(5,960,555)	(3,692,103)	(162,099)	2,556,781
Capital Grants & Contributions	3,798,441	2,637,595	2,672,000	2,772,000
Net Surplus/(Deficit)	(2,162,114)	(1,054,508)	2,509,901	5,328,781

FUNDING STATEMENT

Net Operating Result for the Year	(2,162,114)	(1,054,508)	2,509,901	5,328,781
Add back:				
- Non cash operating items	10,841,386	10,841,386	10,841,386	10,841,386
- Restricted Cash Used for Operations	3,928,130	3,163,021	2,318,747	2,771,561
- Transfer from Sinking Fund	200,000	0	0	0
Less:				
- Income transferred to Restricted Cash	(7,040,952)	(5,663,008)	(6,011,313)	(6,881,657)
Funds Available from Operations	5,766,449	7,286,891	9,658,720	12,060,071
- Borrowings Repaid	(2,024,450)	(1,816,891)	(1,558,720)	(1,668,071)
Operational Funds Available for Capital Budget	3,741,999	5,470,000	8,100,000	10,392,000
CAPITAL BUDGET				
Major Projects	13,787,441	12,622,595	10,039,000	12,332,000
Funded from:				
- Operational Funds	3,741,999	5,470,000	8,100,000	10,392,000
- Internally Restricted Cash	2,590,500	480,000	480,000	480,000
- Capital Grants	2,498,441	1,237,595	1,272,000	1,272,000
- Developer Contributions	4,600,000	5,250,000	0	0
- Other Externally Restricted Cash	356,500	185,000	187,000	188,000
	13,787,440	12,622,595	10,039,000	12,332,000
TOTAL FUNDS SURPLUS / (DEFICIT)	0	0	0	0

ANNUAL OPERATING BUDGET (BY THEME) FOR THE YEAR ENDED 30 JUNE 2016

THEME (COMMUNITY STRATEGIC PLAN)						
	Community	Governance	Environment	Economy	Infrastructure	Council Total
OPERATING REVENUES						
Rates & Annual Charges	0	25,145,051	6,937,703	0	259,615	32,342,369
User Charges & Fees	344,872	283,700	1,096,699	1,661,638	1,053,560	4,440,469
Interest & Investment Revenue	0	1,233,000	0	0	0	1,233,000
Operating Grants & Contributions	461,932	3,856,080	75,352	0	2,997,784	7,391,149
Other Operating Revenues	24,200	426,209	75,619	101,300	190,209	817,537
Total Operating Revenues	831,004	30,944,040	8,185,373	1,762,938	4,501,168	46,224,523
OPERATING EXPENSES						
Employee Costs	2,422,862	4,637,687	1,131,758	4,606,332	7,451,784	20,250,422
Materials & Contracts	761,321	1,586,246	6,949,398	906,097	4,624,327	14,827,390
Borrowing Costs	0	5,000	0	0	1,044,301	1,049,301
Depreciation	58,422	238,774	341,932	15,741	10,486,517	11,141,386
Other Expenses	203,785	1,352,083	402,656	147,674	2,810,381	4,916,579
Total Operating Expenses	3,446,390	7,819,789	8,825,745	5,675,844	26,417,310	52,185,078
Net Surplus/(Deficit) before Capital Amounts	(2,615,386)	23,124,251	(640,372)	(3,912,906)	(21,916,142)	(5,960,555)
Capital Grants & Contributions	0	0	0	0	3,798,441	3,798,441
Net Surplus/(Deficit)	(2,615,386)	23,124,251	(640,372)	(3,912,906)	(18,117,701)	(2,162,114)

RATES

Rate Pegging

NSW has a longstanding policy of regulating the growth in local council rates under an arrangement known as 'rate pegging'. Under rate pegging, IPART sets a 'rate peg' each year, which determines the allowable percentage increase in rates income for councils. The rates paid by individual households will not necessarily go up in line with the rate peg. Councils are able to set rate levels for different categories of ratepayers. The rate peg applies to Council's total general rate income, not individual ratepayer assessments. In addition, land valuation changes may impact on the rates payable by individual households or businesses. The rate peg figure for 2015/16 has been set at 2.4%.

Special Rate Variations

Under the provisions of the Local Government Act, Councils are able to apply for a 'special rate variation'. A special rate variation allows Councils to increase its general rate income by more than the rate pegging amount. There may be a number of reasons why a Council may apply for a special rate variation, such as:

- To improve the financial position of the Council, particularly where there may be financial sustainability issues;
- funding the development and/or maintenance of essential community infrastructure or to reduce backlogs in asset maintenance and renewal;
- funding new or enhanced community services to meet growing demand in the community;
- funding projects of regional significance; or
- covering special or unique cost pressures that the Council faces.

In February 2015, Council submitted an application to IPART for a special rate variation to increase rate income by 10.8% pa for the next four years for the purpose of addressing our infrastructure maintenance backlog and the need to budget for the replacement of ageing assets before they fail. Council received advice from IPART on 19 May 2015 that the application was successful, permitting Council to increase rates by 10.8% each year for the next four years.

Council is responsible for maintaining more than half a billion dollars of assets. Our long term financial modelling estimated that without, Council would have been facing an \$80 million funding shortfall at the end of ten years. Council has been working hard to ensure it is operating as efficiently as possible and is continually reviewing ways to reduce expenditure. However, the most overwhelming contributor towards the future funding shortfall is our infrastructure backlog.

Rating Structure

Wollondilly Shire Council has adopted an ad valorem rate structure with a minimum rate. In accordance with Section 514 of the Act, before making an ordinary rate, Council must declare each parcel of rateable land to be within one of the following categories:

- 1. Farmland:** Any parcel of rateable land valued as one assessment and its dominant use is for farming which:
 - has a significant and substantial commercial purpose or character; and
 - is engaged for the purpose of profit on a continuous or repetitive basis (whether or not a profit is actually made).
- 2. Residential:** Any parcel of rateable land valued as one assessment, and:
 - its dominant use is for residential accommodation (excluding hotels, motels, nursing homes etc);
 - if vacant land, it is zoned for residential purposes; or
 - it is rural residential land.
- 3. Mining:** Any parcel of land valued as one assessment & dominant use is for a coal mine or metalliferous mine.
- 4. Business:** Land is to be categorised business if it cannot be categorised as in 1, 2 or 3. The main land uses that will fall into this category are commercial and industrial.

Vacant land not categorised under 1-4 is to be categorised according to the use permitted under the applicable zoning, after taking into account any improvements on the land and the nature of surrounding development. These four categories have been broken down at Wollondilly into the following sub-categories:

Category	Sub-Category
1. Farmland	Primary Production
2. Residential	a. Rural Residential
	b. Residential Town Centres
	c. Residential Other
3. Business	a. General (ie: Commercial/Industrial)
	b. Light Industrial Centres
4. Mining	a. Mining Activities
	b. Mining Coal Rights

Details of Rates

The table below shows the proposed ad valorem rate in the dollar and minimum rate value for each rate category based on the approved 10.8% special rate increase for the 2015/16 financial year.

Note that the 2015/16 ad valorem rates are based on data available at the time of preparing this document and are subject to minor changes from any variations to the source data that may occur between now and when the 2015/16 levy is calculated in July 2015.

Category	Sub-Category	2014/15		2015/16	
		Ad Valorem Rate	Minimum Value	Ad Valorem Rate	Minimum Value
Residential	Rural Residential	0.339058	943.00	0.376285	1,044.00
Residential	Residential Town Centre	0.453947	900.00	0.448996	960.00
Residential	Residential Other	0.355414	943.00	0.381641	1,044.00
Farmland	Primary Production	0.228102	943.00	0.242879	965.00
Business	General	0.613269	943.00	0.655437	1,044.00
Business	Light Industrial Centres	0.403649	943.00	0.476967	1,044.00
Mining	Mining Activities	3.782051	943.00	6.286191	1,044.00
Mining	Coal Rights	0.100000	0	0.100000	0

Interest Charges

Interest is charged on all overdue rates and charged on a daily simple interest basis. There is no longer an interest-free period for overdue rates. The interest rate that may be charged by Council is the rate as set by the Minister for Local Government. The rate for the 2015/16 financial year has been set by the Minister at 8.5%. (In 2014/15 the rate was also 8.5%).

In accordance with Section 566 (3) of the Local Government Act 1993, Council will apply the maximum interest rate as determined by the Minister. If an instalment is missed, interest becomes payable on that instalment only. Interest only becomes payable on other instalments when the due date for those instalments has passed.

Under Section 567 of the Local Government Act 1993, Council has the ability to write off accrued interest on rates and charges in cases of hardship or where the person is unable to pay the accrued interest for reasons beyond their control.

Pensioners

Pensioners are entitled to a rebate (pro-rata based on full quarters) if they became an eligible pensioner or purchased a property in the Shire part way through the year.

An eligible pensioner whose assessment is \$500 or more for the year (or who is a joint owner with another eligible pensioner) is entitled to a full \$250 rebate for the year. If an eligible pensioner is a joint owner with non-eligible person(s), then rebate is pro-rated according to proportion of ownership. Council also offers an additional rebate to eligible pensioners of \$45 for the year and exemption from the stormwater management charge and up to 50% of the waste service charge.

If a person ceases to be an eligible pensioner, their entitlement to a rebate ceases on the last day of the quarterly instalment period during which their eligibility ceased.

Debt Recovery

Instalment default notices will be issued to all defaulters within 14 days after each of the quarterly accounts falls due. Legal action will be considered pending the payment date of each instalment. This action may only be carried out on instalments that have been missed and any arrears from previous instalments.

DOMESTIC WASTE MANAGEMENT CHARGES

The Local Government Act 1993 states that income from ordinary rates must not be used to fund the Domestic Waste Management Service. The service must be self-funded, i.e. income for the cost of providing the service must be obtained via the making and levying of a charge for that purpose. In the case of Wollondilly this service includes the provision, operation and eventual rehabilitation of landfill sites. Given the closure of Warragamba Waste Management Centre and the eventual closure of Bargo Waste Management Centre, Council is also obliged to fund the costly rehabilitation works through the Domestic Waste Service Charge.

The NSW Government has passed legislation which (from July 1 2009) imposes a Levy under Section 88 of the Protection of the Environment Operations Act. This legislation requires Council, on behalf of the NSW Government, to collect the levy on any material entering a landfill site. Due to the absence of a weighbridge this levy has been converted to a volume-based fee. This levy will increase annually until it is consistent with the levy imposed on other areas of the State.

The Domestic Waste Management Service Charge provides an incentive for the utilisation of the 80 litre mixed residual mobile garbage bin by offering a saving compared to the 120L bin. Under S496 of the Local Government Act, Council must levy a charge for Domestic Waste Management on every rateable property for which the Domestic Waste Management Service is available. The charge must be levied on vacant rateable land when the service is available. The charge levied on vacant land will be lower than that levied on occupied land and will be based on the cost of administering the service.

An interest charge is applicable to overdue waste charges under Section 566 of the Act with the interest rate set by the Minister. The interest rate that may be charged by Council is the rate as set by the Minister for Local Government. The rate for the 2015/16 financial year has been set by the Minister at 8.5%. (In 2014/15 the rate was also 8.5%). In accordance with Section 566 (3) of the Local Government Act 1993, Council will apply the maximum interest rate as determined by the Minister.

Principles

The following principles are used to determine the application of the Section 496 charge:

Dwellings and Domestic Premises in Rural and Residential Zones

All dwellings and domestic premises in Rural and Residential zones within an area serviced by Council are to be charged for the provision of Council's Domestic Waste Management Service subject to the following exemptions;

Where Council is unable to provide the Domestic Waste Management Service to dwelling and domestic premises in the Rural and Residential zones due to site layout characteristics and/or location and an alternative service is approved by Council. Existing dwellings, domestic premises and retirement villages in the Rural and Residential zones in streets serviced by Council that are not provided with Council's Domestic Waste Management Services as at 1 July 2015 due to the utilisation of a separate non-Council waste service.

Dwellings and Domestic Premises in Commercial / Industrial Zones

Dwellings and domestic premises in Commercial and Industrial Zones are to be charged for the provision of the Council's Domestic Waste Management Service whether or not any non-Council waste arrangement exists.

Dwellings and domestic premises in these zones that were not provided with Council's Domestic Waste Management Service as at 1 July 2005 due to the utilisation of a separate non-Council waste service will be exempt from the charge.

Garden Organics

The garden organics service will be provided as a core service to residential premises in the Towns and Villages and specified surrounding rural/residential areas with areas of approx. 4,000m².

DOMESTIC WASTE MANAGEMENT CHARGES

Service	2014/15	2015/16
Rural Areas		
80L weekly General Waste 240L fortnightly Recycling Biannual Clean Up	\$347.50	\$360.00
120L weekly General Waste 240L fortnightly Recycling Biannual Clean Up	\$386.50	\$400.00
240L weekly General Waste 240L fortnightly Recycling Biannual Clean Up	N/A	\$510.00
80L weekly General Waste 360L fortnightly Recycling Biannual Clean Up	N/A	\$370.00
120L weekly General Waste 360L fortnightly Recycling Biannual Clean Up	N/A	\$410.00
240L weekly General Waste 360L fortnightly Recycling Biannual Clean Up	N/A	\$525.00
Towns & Villages and Specified Adjoining Rural Areas		
80L weekly General Waste 240L fortnightly Recycling 240L fortnightly Garden Organics Biannual Clean Up	\$425.00	\$440.00
120L weekly General Waste 240L fortnightly Recycling 240L fortnightly Garden Organics Biannual Clean Up	\$464.00	\$480.00
240L weekly General Waste 240L fortnightly Recycling 240L fortnightly Garden Organics Biannual Clean Up	N/A	\$585.00
80L weekly General Waste 360L fortnightly Recycling 240L fortnightly Garden Organics Biannual Clean Up	N/A	\$450.00
120L weekly General Waste 360L fortnightly Recycling 240L fortnightly Garden Organics Biannual Clean Up	N/A	\$490.00
240L weekly General Waste 360L fortnightly Recycling 240L fortnightly Garden Organics Biannual Clean Up	N/A	\$600.00

Service	2014/15	2015/16
Domestic Waste - Green Waste Exempt		
80L weekly General Waste 240L fortnightly Recycling	\$347.50	\$360.00
120L weekly General Waste 240L fortnightly Recycling	\$386.50	\$400.00
240L weekly General Waste 240L fortnightly Recycling	N/A	\$510.00
80L weekly General Waste 360L fortnightly Recycling	N/A	\$370.00
120L weekly General Waste 360L fortnightly Recycling	N/A	\$410.00
240L weekly General Waste 360L fortnightly Recycling	N/A	\$525.00
Commercial Properties where Garden Organics are Available		
80L weekly General Waste 240L fortnightly Recycling 240L fortnightly Garden Organics	\$460.00	\$476.00
120L weekly General Waste 240L fortnightly Recycling 240L fortnightly Garden Organics	\$498.00	\$516.00
240L weekly General Waste 240L fortnightly Recycling 240L fortnightly Garden Organics	N/A	\$680.00
80L weekly General Waste 360L fortnightly Recycling 240L fortnightly Garden Organics	N/A	\$487.00
120L weekly General Waste 360L fortnightly Recycling 240L fortnightly Garden Organics	N/A	\$530.00
240L weekly General Waste 360L fortnightly Recycling 240L fortnightly Garden Organics	N/A	\$692.00
Commercial Properties		
80L weekly General Waste 240L fortnightly Recycling	\$375.00	\$388.00
120L weekly General Waste 240L fortnightly Recycling	\$417.00	\$432.00
240L weekly General Waste 240L fortnightly Recycling	N/A	\$600.00
80L weekly General Waste 360L fortnightly Recycling	N/A	\$400.00
120L weekly General Waste 360L fortnightly Recycling	N/A	\$450.00
240L weekly General Waste 360L fortnightly Recycling	N/A	\$620.00

Additional Services

Where additional services are required the following charges will apply.

Service	2014/15	2015/16
Domestic		
80L weekly General Waste	\$153.50	\$159.00
120L weekly General Waste	\$188.00	\$195.00
240L weekly General Waste	N/A	\$310.00
240L fortnightly Recycling	\$63.00	\$65.00
360L fortnightly Recycling	N/A	\$77.00
240L fortnightly Garden Organics	\$90.00	\$93.00
Multi-Unit Dwellings:		
Wheel-in Wheel-out weekly General Waste (per residence, per bin)	N/A	\$52.00
Wheel-in Wheel-out fortnightly Recycling (per residence, per bin)	N/A	\$26.00
Wheel-in Wheel-out fortnightly Garden Organics (per residence, per bin)	N/A	\$26.00
Availability Charge	\$99.00	\$102.50
Commercial		
80L weekly General Waste	\$160.50	\$167.00
120L weekly General Waste	\$197.50	\$205.00
240L weekly General Waste	N/A	\$330.00
240L fortnightly Recycling	\$65.00	\$67.00
360L fortnightly Recycling	N/A	\$79.00
240L fortnightly Garden Organics	\$93.50	\$97.00
Wheel-in Wheel-out weekly General Waste (per bin)	N/A	\$52.00
Wheel-in Wheel-out fortnightly Recycling (per bin)	N/A	\$26.00
Wheel-in Wheel-out fortnightly Garden Organics (per bin)	N/A	\$26.00

STORMWATER MANAGEMENT CHARGE

The introduction of the Local Government (General) Amendment (Stormwater) Regulation 2006 under the Local Government Act 1993 enables Council to charge a stormwater management charge to undertake new/additional stormwater management services.

The Charge applies to parcels of land rated as residential or business where Council provides stormwater services. The maximum amount that can be charged is:

\$25 per residential lot;

\$12.50 per residential strata lot; and

A minimum of \$25 plus \$25 per 350m² or part thereof business lots (capped at \$325).

Pensioners, rural residential, rural properties and vacant land are exempt from the charge. Funding from the charge will be spent in those urban areas which are contributing to the charge (ie: not in rural areas).

Stormwater is the water which runs off hard surfaces into our local waterways during rainfall events. As stormwater flows across the land it collects pollutants such as dirt, litter and leaves that are then washed into local waterways causing the degradation of these waterways. Wollondilly Shire contains three of Sydney's major water catchments. Parts of these catchments also form part of Sydney's drinking water catchment and it is therefore of vital importance that these waterways are protected.

Council is responsible for the management of the stormwater drainage infrastructure in Wollondilly Shire. Our stormwater infrastructure is ageing and therefore requires increasing levels of reactive maintenance.

LOAN BORROWINGS

Debt is raised to fund non-recurrent capital expenditure that will benefit current and future residents and ratepayers. Council's Borrowing Policy (GOV0061) was adopted on 18 June 2012 to ensure that all borrowings are in accordance with legislative requirements and to minimise the cost of borrowing. All borrowings must be approved by Council resolution.

Council's estimated debt servicing commitment and outstanding loan liability for the next 10 years is as follows:

Year	Existing Loans		Total Debt Servicing Liability	Outstanding Liability
	Interest	Principle		
2015/16	1,044,301	2,024,450	3,068,751	14,571,274
2016/17	921,362	1,816,891	2,738,253	12,754,383
2017/18	819,536	1,558,720	2,378,256	11,195,663
2018/19	720,981	1,668,071	2,389,052	9,527,591
2019/20	613,232	1,732,314	2,345,546	7,795,277
2020/21	502,702	1,579,477	2,082,179	6,215,800
2021/22	402,047	1,506,230	1,908,277	4,709,570
2022/23	302,397	1,605,880	1,908,277	3,103,690
2023/24	195,652	1,417,525	1,613,176	1,686,165
2024/25	128,959	436,186	565,145	1,249,979

INVESTMENTS

The objective of Council's investment policy is provide a framework for the investing of Council's funds at the most favourable return available to it at the time whilst having due consideration of risk and security for that investment type and to ensure that Council's liquidity requirements are met.

Surplus funds are invested for the following purposes:

The retention of externally restricted monies such as developer contributions, unspent grants and Domestic Waste Management funds.

As a means of accumulating funds for specific capital projects and future liabilities.

To provide adequate available working funds.

All investments are to comply with the following;

Local Government Act 1993;

Local Government (General) Regulation 2005;

Ministerial Investment Order;

Local Government Code of Accounting Practice and Financial Reporting;

Australian Accounting Standards; and

Division of Local Government Circulars.

Trustee Act 1925.

To control the credit quality of the entire portfolio, the following credit framework limits the percentage of the portfolio exposed to any particular credit rating category.

Long Term Rating (Standard & Poors)	Short Term Rating * (Standard & Poors)	Maximum Percentage of Total Investments
AAA (incl. Government guaranteed deposits)	A-1+	100%
AA	A-1	100%
A	A-2	60%
BBB	A-3	30%

Exposure to an individual institution will be restricted by their credit rating so that single entity exposure is limited, as detailed below:

Long Term Rating (Standard & Poors)	Short Term Rating * (Standard & Poors)	Maximum Percentage of Total Investments
AAA (incl. Government guaranteed deposits)	A-1+	45%
AA	A-1	35%
A	A-2	20%
BBB	A-3	10%

The overall investment types within Council's investment portfolio are appropriate for a local government entity and fully comply with legislation and Investment Policy limits.

FEES & CHARGES 2015/2016

PRICING POLICY

Council has adopted a number of fees and charges for the wide and varied services that it provides to the Community. In deciding who pays for goods and services, and to what extent, it is necessary to determine whether the service benefits the general community and/or individuals, ie. the proportion of Community versus private benefit.

Considerations that indicate Community benefit include:

- Individuals cannot be excluded from using the goods or service (for example, parks and roads).
- Does the Community, generally, benefit from the service?
- Is there a value for future generations?
- Does the Community gain a sense of civic pride from the provision of the service?

Considerations that indicate private benefit include:

- Do benefits apply to individual users?
- Are individuals prepared to pay for the service?
- Can individuals be excluded from using the services? (for example, the sale of tickets to a concert is limited to the number of seats available).

PRICE CATEGORIES

- A. The price for this service is to make a minimal contribution towards the cost of providing this service. The majority of costs of this service are met from general income.
- B. The price for this service is set to recover annual operating and maintenance costs, but does not contribute towards the replacement of assets in providing service. =
- C. The price of this service is set to recover annual operating and maintenance costs, and to make a contribution to the replacement of assets used in providing the service.
- D. The price of these goods or services is set to generate an appropriate return on capital invested.
- E. The price charged is a refundable deposit against possible damage to infrastructure, footpaths, kerb, gutters and roadways, buildings, parks and reserves caused by adjacent development or use of facilities.
- F. The price charged for these goods or services is set by regulation.

CONTENTS

COMMUNITY

COMMUNITY SERVICES OUTREACH HUB	60
COMMUNITY SERVICES MARQUEES 6'X3'	60
LIBRARY SERVICE	60
COMMUNITY BUS	60
FAMILY DAY CARE	60
OCCASIONAL CHILD CARE	61
YEAR ROUND CARE	61
YOUTH OUTREACH TRAILER	61
COMMUNITY SERVICES COMMUNITY EVENT TRAILER	62

GOVERNANCE

ANNUAL SUBSCRIPTION CHARGES	63
CONDUCT MONEY FOR SUBPOENA	63
DISHONOUR FEE	63
ELECTION FEES	63
GOVERNMENT INFORMATION (PUBLIC ACCESS) ACT 2009	63
MEDIATION FEE	63
PAYMENT CHARGES	63
GENERAL ENQUIRIES	64
MAPS	64
PHOTOCOPYING FEE	64
PROPERTY FEES	64
ROAD NAMING APPLICATION	65
S54 CERTIFICATE	65
S149 PLANNING CERTIFICATES	65
S603 CERTIFICATE	65

ENVIRONMENT

NOXIOUS WEEDS	66
RECYCLING	66
VEGETATION MANAGEMENT	66
SECTION 88 WASTE & ENVIRONMENT LEVY	67
BARGO WASTE MANAGEMENT DISPOSAL	67
BIN SERVICE CHANGES	68

ECONOMY

APPLICATION FOR APPROVAL OF AMUSEMENT DEVICE	69
APPROVALS/INSPECTIONS UNDER THE LOCAL GOVERNMENT ACT/POEO ACT	69
ASSOCIATED BUILDING FEES	69
BUILDING CERTIFICATES – SECTION 149B	70
BUILDING HOARDINGS	70
BUILDING/SEPTIC TANK INSPECTION - PRE-DEVELOPMENT	70
CAMPING PERMITS	70
COMPLYING DEVELOPMENT CERTIFICATE	70
CONSTRUCTION CERTIFICATES	71
DAMAGE DEPOSITS/FEES	72
DEVELOPMENT APPLICATION FEES	72

CONTENTS

ECONOMY CONTINUED

ENFORCEMENT OF PRIVATE CAR PARKING	74
FOOD PREMISES - REGISTRATION/INSPECTION FEE	74
GENERAL ENQUIRIES	74
IMPOUNDING FEES – DOGS & CATS	74
INFORMATION FACT SHEETS	76
LEGAL DOCUMENT PROCESSING	76
LINEN PLANS	76
MONTHLY BUILDING LISTS	76
PART 4A CERTIFICATES	76
PLANNING PROPOSALS (REZONING)	76
PRE LODGEMENT CONSULTATION	76
PRE PURCHASE INSPECTION	76
PUBLICATIONS	76
RESITED DWELLINGS (INSPECTIONS OF BUILDINGS PRIOR TO RELOCATION)	77
SEWAGE MANAGEMENT	77
SWIMMING POOLS	79
TREE LOP/REMOVE	79
VOLUNTARY PLANNING AGREEMENT	79

INFRASTRUCTURE

BOND IN LIEU OF CONSTRUCTION	80
CEMETERY FEES	80
COMMERCIAL DIRECTION SIGNS - SUPPLY AND INSTALLATION	80
COMMERCIAL USE OF PUBLIC FOOTPATHS AND ROADSIDE VERGES	80
ENGINEERING CONSTRUCTION CERTIFICATE	81
ENGINEERING SPECIFICATIONS	81
FILMING RIGHTS ON COUNCIL PROPERTY & ROADS - INCLUDING FOOTPATH AREAS	81
FLOODING ENQUIRY	82
WORKS BY COUNCIL - Resident Contribution (Roads Act)	82
HALLS & COMMUNITY CENTRES	82
INSTALLATION OF ENTRANCES	85
LEASE PART OF ROAD RESERVE	85
MAINTENANCE BOND	85
OCCASIONAL/CASUAL HIRER INSURANCE POLICIES	85
PLAN CHECKING AND SUPERVISION FEES	86
PLAN PRINTING COSTS (INCLUDING COPYING PLANS)	86
ROAD MANAGEMENT APPROVAL	86
ROAD OPENING PERMITS - Telstra, Water Supply, Drainage, Gas	87
CIVIL WORKS (including RESTORATION FEES)	87
ROAD WIDENING ENQUIRY	87
SECTION 611 CHARGES	87
SPORTSGROUNDS	87
TENNIS COURTS	93
TRAFFIC COUNTS	93
WARRAGAMBA NEIGHBOURHOOD CENTRE	93
WARRAGAMBA SWIMMING POOL	94
WOLLONDILLY LEISURE CENTRE	94

COMMUNITY

FEE / CHARGE	ADDITIONAL DETAILS / CHARGES	2015/16 GST INCLUSIVE	GST	PRICE CATEGORY
1. COMMUNITY SERVICES OUTREACH HUB - HIRE OF ROOM PER DAY				
a. Hire of room per day		16.00	GST	C
2. COMMUNITY SERVICES MARQUEES 6'X3'				
a. Bond		150.00	Exempt	E
b. Hire per day		26.80	GST	C
3. LIBRARY SERVICE				
a. Photocopies (per page)				
i. A4 Black & white		0.30	GST	C
ii. A3 Black & white		0.60	GST	C
iii. A4 Colour		1.00	GST	C
iv. A3 Colour		2.00	GST	C
b. Inter-library loans		2.60	GST	C
c. Replace lost library membership card		5.35	Exempt	C
d. Non-Residents Temporary library membership	Membership \$30 includes \$20 refundable bond (see i. & ii. Below)			
i. Admin Fee		10.00	GST	C
ii Refundable Bond		20.00	Exempt	E
e. Library printing, black & white (A4, per page)		0.30	GST	C
f. Library printing, black & white (A3, per page)		0.60	GST	C
g. Library printing, colour (A4, per page)		1.00	GST	C
h. Faxing				
i. Initial Page		2.10	GST	C
ii. Subsequent pages		0.40	GST	C
i. Lost stock	Replacement cost plus any debt recovery charges.	-	Exempt	C
j. Library bag - Members		4.30	GST	A
k. Library bag - Non - Members		5.30	GST	A
l. Activity program fee (per unit)	As advertised	-	GST	A
4. COMMUNITY BUS				
a. Travel inside Wollondilly (per day)		25.80	GST	A
b. Travel outside Wollondilly (per day)		49.50	GST	A
5. FAMILY DAY CARE				
a. Enrolment fee		50.00	GST free	B
b. Educator Re-registration fee (annually)		30.00	GST free	B
c. Educators levy (per hour/per child)		0.35	GST free	B
d. Parent levy (per hour/per child)		0.55	GST free	B
e. Prospective Educator induction training		280.00	GST free	B
f. Late administration fee for Family Day Carers		30.00	GST	B
g. Change of fees schedule other than annually		30.00	GST	B
6. OCCASIONAL CHILD CARE				
a. Hourly rate (includes 0-2 year old subsidy)		6.00	GST free	B
b. Income assessed reduced fee		5.00	GST free	B
c. Enrolment fee (per family)		28.00	GST free	B
d. Occasional care - late child collection fee (per minute)		1.00	GST free	B
e. Cancelled booking fee		2.00	GST free	B

FEE / CHARGE	ADDITIONAL DETAILS / CHARGES	2015/16 GST INCLUSIVE	GST	PRICE CATEGORY
7. YEAR ROUND CARE				
a. Before school care session		17.00	GST free	B
b. After school care session		18.50	GST free	B
c. Vacation care (per day)		42.00	GST free	B
d. Vacation care booking fee (per family/per vacation period)		6.50	GST free	B
e. i. Before/after school care enrolment fee (annual/per family)	one child rate	21.00	GST free	B
ii. Before/after school care enrolment fee (annual/per family)	each child thereafter	10.50	GST free	B
f. Before/after school care - late child collection fee (per minute)		1.00	GST free	B
g. Vacation care - late child collection fee (per minute)		1.00	GST free	B
h. Before school care casual child placement per session fee		25.00	GST free	B
i. After school care casual child placement per session fee		28.00	GST free	B
j. Late notification of altered pick-up		20.00	GST free	B
8. YOUTH OUTREACH TRAILER				
a. Corporate Hire				
i. Trailer Bond/Excess		1,000.00	Exempt	E
ii. Weekday Staff Hourly Fee (per Hour, Min 4hrs)		49.50	GST	B
iii. Saturday Staff Hourly Fee (per Hour, Min 4hrs)		74.50	GST	B
iv. Sunday Staff Hourly Fee (per Hour, Min 4hrs)		98.00	GST	B
v. Cinema & Trailer Hire Fee with staff & delivery - Weeknight (4hrs, inc staff & transport fee)		669.50	GST	B
vi. Cinema & Trailer Hire Fee with staff & delivery - Saturday Night (4hrs, inc staff & transport fee)		772.50	GST	B
vii. Cinema & Trailer Hire Fee with staff & delivery - Sunday Night (4hrs, inc staff & transport fee)		875.50	GST	B
viii. Transport Fee (per Kilometre)		0.76	GST	B
ix. Cancellation Fee (less than 24hrs notice)		257.50	GST	B
b. Community Group Hire				
i. Trailer Bond/Excess		1,000.00	Exempt	E
ii. Weekday Staff Hourly Fee (per Hour, Min 4hrs)		49.50	GST	B
iii. Saturday Staff Hourly Fee (per Hour, Min 4hrs)		74.50	GST	B
iv. Sunday Staff Hourly Fee (per Hour, Min 4hrs)		98.00	GST	B
v. Cinema & Trailer Hire Fee with staff & delivery - Weeknight (4hrs, inc staff & transport fee)		360.50	GST	B
vi. Cinema & Trailer Hire Fee with staff & delivery - Saturday Night (4hrs, inc staff & transport fee)		463.50	GST	B

COMMUNITY

FEE / CHARGE	ADDITIONAL DETAILS / CHARGES	2015/16 GST INCLUSIVE	GST	PRICE CATEGORY
vii. Cinema & Trailer Hire Fee with staff & delivery - Sunday Night (4hrs, inc staff & transport fee)		566.50	GST	B
viii. Transport Fee (per Kilometre)		0.76	GST	B
ix. Cancellation Fee (less than 24hrs notice)		257.50	GST	B
c. Approved User Group Hire				
i. Trailer Bond/Excess		1,000.00	Exempt	E
ii. Trailer Hire Fee (4hrs)		154.50	GST	B
iii Transport Fee (Staff per hour - minimum 2 hrs)		74.50	GST	B
iv. Transport Fee (per Kilometre)		0.76	GST	B
d. Cancellation Fee (less than 24hrs notice)		257.50	GST	B
9. COMMUNITY SERVICES COMMUNITY EVENT TRAILER				
a. Hire per day	2 6X3 Marquees, 20 chairs, 2 tables, garbage bin, cooler, 4 traffic cones, hi visibility vest, first aid kit	41.00	GST	A
b. Bond		100.00	Exempt	E

GOVERNANCE

FEE / CHARGE		ADDITIONAL DETAILS / CHARGES	2015/16 GST INCLUSIVE	GST	PRICE CATEGORY
1.	ANNUAL SUBSCRIPTION CHARGES				
a.	Business papers		770.00	Exempt	C
b.	Minutes		233.00	Exempt	C
2.	CONDUCT MONEY FOR SUBPOENA				
a.	Conduct monies		32.00	Exempt	C
b.	Processing Fee		42.75	Exempt	C
c.	Photocopies – A4 per copy		1.00	Exempt	C
d.	Plans per copy		1.00	Exempt	C
e.	Courier Charges	At cost plus GST.	-	GST	C
3.	DISHONOUR FEE (to cover both bank charges plus Council Admin costs)				
a.	Dishonoured cheque - each instance		37.00	Exempt	C
b.	Direct Debit Transactions - each instance		32.00	Exempt	C
4.	ELECTION FEES				
a.	Election Recount - A Matter for Council at Appropriate Time	At cost plus GST.	-	GST	C
b.	Removal of Election Signs	Plus recovery of any additional expenses.	219.00	GST	C
5.	GOVERNMENT INFORMATION (PUBLIC ACCESS) ACT 2009				
a.	Application Fees				
i.	Initial application - (statutory application fee)		30.00	Exempt	F
ii.	Processing charge for advanced deposit requests/per hour		30.00	Exempt	F
iii.	Internal review		40.00	Exempt	F
iv.	Amendment to personal records	No charge.	-	-	
v.	Discounted Processing charge - Financial Hardship/Special Public Benefit		15.00	Exempt	F
b.	Processing Charge for a request for personal affairs documents	First 20 hours free, then \$30 per hour estimated to the nearest quarter hour.	30.00	Exempt	F
c.	Processing charges for all other requests (per hour, estimated to nearest quarter hour).		30.00	Exempt	F
d.	Processing charges for amending personal affairs documents.	No charge.	-	-	
6.	MEDIATION FEE				
a.	Mediation Fee	At cost unless otherwise determined by Council.	-	GST	C
7.	PAYMENT CHARGES				
a.	Interest due on overdue rates per annum (as specified by the Minister for Local Government by notice in the Government Gazette)		8.5%	Exempt	F
b.	Service fee for credit card transactions - GST treatment is the same as the underlying transaction		1%	-	B
c.	Copy of rates notices prior to 04/05 year (per notice)		11.85	Exempt	C
d.	Copy of rates notices from 04/05 to current year (per notice)		5.35	Exempt	C

GOVERNANCE

FEE / CHARGE		ADDITIONAL DETAILS / CHARGES	2015/16 GST INCLUSIVE	GST	PRICE CATEGORY
8.	GENERAL ENQUIRIES				
a.	Per 15 minutes		37.60	Exempt	C
b.	Minimum fee		62.00	Exempt	C
9.	MAPS				
a.	General Enquiry Fee per 15 minutes (search council records)		41.75	Exempt	C
b.	Site Specific Mapping - General map, Aerial photo, Bushfire hazard, other				
i.	Standard map emailed		40.20	Exempt	C
ii.	Standard map on electronic media		50.50	Exempt	C
iii.	A4 size printed map		45.50	Exempt	C
iv.	A3 size printed map		49.00	Exempt	C
v.	A2 size printed map		57.20	Exempt	C
vi.	A1 size printed map		68.00	Exempt	C
vii.	A0 size printed map		85.00	Exempt	C
viii.	Additional electronic media		11.35	Exempt	C
c.	Reduction of AO plans to A3 - per reduction.	Plus standard copying fees as per 10.	12.40	Exempt	C
d.	Data extraction fee - per hour (minimum 1 hour)		106.50	Exempt	C
10.	PHOTOCOPYING FEE				
a.	Per A4 page		1.00	GST	C
b.	Per A3 page		1.00	GST	C
11.	PROPERTY FEES				
a.	Application for Road Closure (permanent)		1,748.50	Exempt	C
b.	Application for alteration of Road Status		1,748.50	Exempt	C
c.	Application for Lease of Council Property, Licences or Deed of Agreement		1,748.50	GST	C
i.	Minimum annual rent of Council Property		515.00	GST	C
d.	Application for Purchase of Council Property		1,748.50	GST	C
e.	Application for Street Stall (non-charitable organisations)		39.70	Exempt	C
f.	Application for Street Stall (charitable organisations)				
i.	First 2m x 2m Street Stall Application	No charge.	-	-	
ii.	Each subsequent application		19.10	Exempt	C
g.	Investigation Legal Fees	At cost plus GST.	-	GST	C
h.	Property Enquiry Fee (search Council records)				
i.	Per 15 minutes	Minimum fee - \$41.00	41.00	Exempt	C
i.	Nonstandard Electronic Map or Plan Preparation Fee				
i.	Minimum Fee		65.00	GST	C
ii.	Per hour		65.00	GST	C
j.	The commercial leasing of public footpath administration fee	Price on application.	-	GST	C

FEE / CHARGE		ADDITIONAL DETAILS / CHARGES	2015/16 GST INCLUSIVE	GST	PRICE CATEGORY
k.	New and/ or alteration of existing addressing				
	i. Initial application (less than 50 lots and or dwellings)		309.00	Exempt	C
	ii. Subsequent properties (up to 50 lots and/or dwellings)	Per property	51.50	Exempt	C
	iii. More than 50 lots and/or dwellings in a single application	Price on Application	-	Exempt	C
l.	Planning Proposal Mapping fee		\$1,000 + \$100 per map sheet	Exempt	C
m.	LEP Amendment Mapping Fee		\$1,000 + \$100 per map sheet	Exempt	C
12. ROAD NAMING APPLICATION					
a.	1 - 5 names		1,317.50	Exempt	C
b.	More than 5 names	Price on application.	-	Exempt	C
13. S54 CERTIFICATE					
a.	s54 Certificate		50.00	Exempt	F
14. S149 PLANNING CERTIFICATES					
a.	149(2) Certificate		53.00	Exempt	F
b.	149(5) Certificate		133.00	Exempt	F
15. S603 CERTIFICATE					
(The standard base fee is determined by the Director General of the Office of Local Government and is subject to change).					
a.	Standard Base Fee (5 day turnaround)		75.00	Exempt	F
b.	Urgency Fee		64.00	Exempt	C

ENVIRONMENT

FEE / CHARGE	ADDITIONAL DETAILS / CHARGES	2015/16 GST INCLUSIVE	GST	PRICE CATEGORY
1. NOXIOUS WEEDS				
a. Noxious weeds certificate		82.50	Exempt	C
b. Private property spraying/per hour	Additional charge for chemicals.	95.00	Exempt	C
Expenses Incurred When Serving a Notice Under Section 18 of the Noxious Weeds Act				
a. Administration		76.50	Exempt	C
b. Inspection fee per 1/2 hour		65.00	Exempt	C
Expenses Incurred When Serving a Notice Under Section 20 of the Noxious Weeds Act				
a. Inspection fee including fees for private property spraying/per hour	Additional charge for chemicals.	87.60	Exempt	C
b. Roadside management pre-works inspection (per 1/2 hour)		65.00	Exempt	C
2. RECYCLING				
a. Reln ripple compost bin		41.75	GST	C
b. Reln worm farm		77.00	GST	C
3. VEGETATION MANAGEMENT				
a. Nursery stock				
- Tubestock (each)		3.10	GST	C
- 15cm pots (each)		6.70	GST	C
- 20cm pots (each)		11.85	GST	C
- Long stem (each)		6.70	GST	C
- Approved community projects (each)	Price on application	-	GST	C
b. Seed collection (per person/per hour)		76.50	GST	C
c. Bush regeneration (per person/per hour)		76.50	GST	C
d. Vegetation management charge (per person/per hour)		82.00	GST	C
e. Environmental technical services (per person/per hour)		95.00	GST	C
f. Education programs	Prices as advertised.	-	GST	C
g. Tree Inspection Fee up to 5 trees	- Dead Dying / Dangerous exemption : Free - Less than / equal to 10 trees \$40 - Greater than 10 (i.e. 11 +) D.A. Fees apply sliding scale.	40.00	GST	C
Environmental Resource Centre Hire Rates:				
a. Not for profit & approved environmental groups	No charge.	-	-	-
b. Government Agencies (per hour)		30.00	GST	C
c. Other approved environmental groups (per hour)		34.00	GST	C
Catchment Model:				
i. Hire weekdays (per day)	Pickup 4pm, to be returned by 4pm the following day.	125.50	GST	C
ii. Hire weekends (per weekend)	Pickup 4pm Friday, to be returned by 9am the following Monday.	263.00	GST	C

FEE / CHARGE	ADDITIONAL DETAILS / CHARGES	2015/16 GST INCLUSIVE	GST	PRICE CATEGORY
4. SECTION 88 WASTE & ENVIRONMENT LEVY (PER VEHICLE IN ADDITION TO WASTE DISPOSAL COSTS)				
The State Government Section 88 Waste and Environment Levy is charged per vehicle type. This charge is in addition to Waste Management Centre disposal costs.				
For further information, please refer to the Office of Environment and Heritage's website: www.environment.nsw.gov.au				
5. BARGO WASTE MANAGEMENT DISPOSAL				
Domestic Waste per m3 (non-putrescibles)				
a. Small bag of waste - up to 0.25m3	Includes State Govt Levy	12.00	GST	C
b. Up to 0.5m3	Includes State Govt Levy	23.50	GST	C
c. Up to 0.75m3	Includes State Govt Levy	35.50	GST	C
d. Per m3	Includes State Govt Levy	47.00	GST	C
Domestic Green Waste per m3				
a. Up to 0.25m3 (240L bin)		5.90	GST	C
b. Up to 0.5m3		12.00	GST	C
c. Up to 0.75m3		17.85	GST	C
d. Per m3		24.15	GST	C
Domestic - Construction and Demolition Material per m3				
a. Concrete < 0.5m3		15.50	GST	C
b. Concrete - per m3		31.00	GST	C
c. Brick/Pavers/Tiles < 0.5m3		15.50	GST	C
d. Brick/Pavers/Tiles - per m3		31.00	GST	C
e. Timber for processing < 0.5m3		15.50	GST	C
f. Timber for processing - per m3		31.00	GST	C
g. Non-sorted < 0.5m3	Includes State Govt Levy	35.50	GST	C
h. Non-sorted - per m3	Includes State Govt Levy	47.00	GST	C
Used Tyres (per Tyre) Residential ONLY				
a. Passenger car	Includes State Govt Levy	10.85	GST	C
b. Light commercial including 4 wheel drive	Includes State Govt Levy	11.35	GST	C
c. Truck	Includes State Govt Levy	21.70	GST	C
Soil/Clay				
a. Virgin excavated natural material VENM - clay/soil per m3	Includes State Govt Levy	207.21	GST	C
b. Non virgin excavated natural material per m3	Includes State Govt Levy	207.21	GST	C
Recycling				
a. Mattresses		23.70	GST	C
b. Televisions, Computer monitors & terminals		free	-	-
c. Gas bottles		11.35	GST	C
Commercial Waste per m3 (including Government Organisations, Charities & Council)				
a. Small bag of waste - up to 0.25m3	Includes State Govt Levy	24.00	GST	C
b. Up to 0.5m3	Includes State Govt Levy	47.00	GST	C
c. Up to 0.75m3	Includes State Govt Levy	71.00	GST	C
d. Per m3	Includes State Govt Levy	94.00	GST	C
Commercial Green Waste per m3				
a. Up to 0.25m3 (240L bin)		11.80	GST	C
b. Up to 0.5m3		24.00	GST	C

ENVIRONMENT

FEE / CHARGE	ADDITIONAL DETAILS / CHARGES	2015/16 GST INCLUSIVE	GST	PRICE CATEGORY
c. Up to 0.75m3		35.70	GST	C
d. Per m3		48.30	GST	C
Commercial - Construction and Demolition Material per m3				
a. Concrete < 0.5m3		33.00	GST	C
b. Concrete - per m3		66.00	GST	C
c. Brick/Pavers/Tiles < 0.5m3		33.00	GST	C
d. Brick/Pavers/Tiles - per m3		66.00	GST	C
e. Timber for processing < 0.5m3		33.00	GST	C
f. Timber for processing - per m3		66.00	GST	C
g. Non-sorted < 0.5m3	Includes State Govt Levy	121.50	GST	C
h. Non-sorted - per m3	Includes State Govt Levy	243.00	GST	C
Public Events				
a. Waste Management Charge (per hour)	Additional charge for disposal costs.	61.00	GST	C
Waste Management Centre Account Fees				
Monthly account management fee	Minimum account \$500 per annum and subject to approval.	11.35	GST	C
6. BIN SERVICE CHANGES				
Change of bin size during year		34.00	Exempt	C
Missed service collection due to occupier error		14.50	Exempt	C
Serviced bin removed from footpath after 48 hours		14.50	Exempt	B
Additional Domestic Bins				
a. General Waste	80 Litre	159.00	Exempt	C
b. General Waste	120 Litre	195.00	Exempt	C
c. General Waste	240 Litre	310.00	Exempt	C
d. Recycling	240 Litre	65.00	Exempt	C
e. Recycling	360 Litre	77.00	Exempt	C
f. Garden Organics	240 Litre	93.00	Exempt	C
Additional Commercial Bins				
a. General Waste	80 Litre	167.00	Exempt	C
b. General Waste	120 Litre	205.00	Exempt	C
c. General Waste	240 Litre	330.00	Exempt	C
d. Commercial Recycling	240 Litre	67.00	Exempt	C
e. Commercial Recycling	360 Litre	79.00	Exempt	C
f. Commercial Garden Organics	240 Litre	97.00	Exempt	C

ECONOMY

FEE / CHARGE		ADDITIONAL DETAILS / CHARGES	2015/16 GST INCLUSIVE	GST	PRICE CATEGORY
1. APPLICATION FOR APPROVAL OF AMUSEMENT DEVICE					
	Application for approval of amusement device		62.50	Exempt	F
2. APPROVALS/INSPECTIONS UNDER THE LOCAL GOVERNMENT ACT/POEO ACT					
a.	Hairdressers, beauty salons, skin penetration				
	i. Initial approval (5 years)		211.00	Exempt	C
	ii. Annual inspection fee		131.00	Exempt	C
b.	Food vendor approval (annual approval/ inspection)		211.00	Exempt	C
c.	Caravan park approval (per site)		9.50	Exempt	C
d.	Caravan park annual inspection/re-inspection (per site)		5.00	Exempt	F
e.	Environmental monitoring inspection (per hour)	Sect. 80(2) POEO Act 1997 (min 1 hour)	131.00	Exempt	C
3. ASSOCIATED BUILDING FEES					
a.	Building inspections - Local development (per inspection)		131.00	GST	C
b.	Drainage Inspections - OSMS (Septic Tanks)				
	i. Internal drainage		131.00	Exempt	C
	ii. External drainage		131.00	Exempt	C
	iii. Additional inspections		131.00	Exempt	C
	iv. Reinspections		131.00	Exempt	C
c.	Digital Imaging Fee		45.00	Exempt	C
d.	Occupation certificate		131.00	GST	C
e.	Occupation certificate for change of use (no building work)		257.00	GST	C
f.	Outstanding notices certificate (s608)		105.00	Exempt	C
g.	Water tanks	No charge.	-	-	-
h.	Notification				
	i. Single dwelling developments (including ancillary structures)		154.00	Exempt	C
	ii. Other (including dual occupancy, commercial & industrial developments)				
	Less than \$100,000		154.00	Exempt	C
	\$100,000 - \$250,000		213.00	Exempt	C
	Over \$250,000		579.00	Exempt	C
i.	Building development/private certifying authority signs	It is a statutory requirement to sign mark all sites under construction.	22.00	GST	C
j.	Building specification booklets		17.00	GST	C
k.	Bushfire Attack Level (BAL) Certificate	Application for the purpose of preparing a local or complying development application including site inspection.	400.00	GST	C
l.	Identification of fire safety measures	Upon request under Cl.182(2) EP&A Regs.	131.00	GST	C
m.	Fire safety building audit and inspection		Base fee \$131 inspection plus \$127 per hour (minimum 1 hr) for audit	GST	C

ECONOMY

FEE / CHARGE		ADDITIONAL DETAILS / CHARGES	2015/16 GST INCLUSIVE	GST	PRICE CATEGORY
n.	Fire safety follow up inspection (new or existing buildings)		131.00	GST	C
o.	Registration of Annual Fire Safety Statement (AFSS)		68.00	Exempt	C
p.	Reassessment of unsatisfactory AFSS		131.00	GST	C
q.	Assessment of alternative solution under the BCA for Class 2 - 9 Buildings	This fee is payable in addition to the Construction Certificate Fees.	342.00	GST	C
r.	NSW Fire Brigade Final Safety Report - Administration Fee		58.00	Exempt	C
s.	Inspection of awnings over public lands	Under Sec 608 (2) (3) of the Local Government Act	131.00	Exempt	C
t.	Fee for Service under Section 608 of the LGA Act providing a service in connection with the exercise of the council's regulatory function	Under Sec 608 (2) (3) of the Local Government Act. Charge by negotiation	Variable	Exempt	C
Clause 144 Referral to NSW Fire Brigade - Currently \$2,600 per day plus admin costs. Payable prior to release of the Construction Certificate.					
Note: The NSW Fire Brigade Final Safety Report Fee will be charged separately as determined by the NSWFB and is payable prior to the release of the Occupation Certificate.					
4. BUILDING CERTIFICATES – SECTION 149B (any changes in the legislated fee will be passed on as at the effective date)					
a.	Class 1 or 10 building		250.00	Exempt	F
b.	For any other class of building, floor area of building or part thereof:				
	i. Not exceeding 200m ²		250.00	Exempt	F
	ii. Exceeding 200m ² but not exceeding 2,000m ²		\$250 plus \$0.50 per m ² over 200m ²	Exempt	F
	iii. Exceeding 2,000m ²		\$1,165 plus \$0.075 per m ² over 2,000m ²	Exempt	F
c.	Application where part of a building does not have a floor area		250.00	Exempt	F
d.	Additional building certificate fee where council is required to carry out more than 1 inspection of the building		90.00	Exempt	F
e.	Application for a building erected without approval under S260(3A)		\$220 plus nominal application fees.	Exempt	F
f.	Each additional copy of a building certificate		13.00	Exempt	F
5. BUILDING HOARDINGS					
a.	Type A (per 20m road frontage)		162.00	Exempt	C
b.	Type B (per 20m road frontage)		539.00	Exempt	C
6. BUILDING/SEPTIC TANK INSPECTION - PRE-DEVELOPMENT					
a.	Minimum - up to 1 hour		261.00	GST	C
b.	Additional - per hour		131.00	GST	C
7. CAMPING PERMITS					
a.	Application fee (up to 2 years)		309.00	Exempt	C
b.	Extension of approval (up to 6 months)		312.00	Exempt	C
8. COMPLYING DEVELOPMENT CERTIFICATE					
Note: the fee for a complying development certificate includes the certificate and mandatory inspection. If a return inspection is required due to work not being completed to the appropriate standard, an additional fee will be charged.					

FEE / CHARGE		ADDITIONAL DETAILS / CHARGES	2015/16 GST INCLUSIVE	GST	PRICE CATEGORY
	Occupation Certificate, Notification & Microfilming. For Septic Tank fees, please see item 26.				
a.	Class 1a dwelling and notification fee if required		\$1,336.00 plus \$2 per \$1,000 of construction cost	GST	C
b.	Class 1a dwelling addition/alteration - contract value less than \$15,000 and notification fee if required		629.00	GST	C
c.	Class 1a dwelling addition/alteration - contract value exceeds \$15,000 and notification fee if required		\$1,048 plus \$1 per \$1,000 of construction cost	GST	C
d.	Complying Development for ancillary residential development where only final inspection required and notification fee if required		515.00	GST	C
e.	Class 10a & 10b and notification fee if required		\$644 plus \$1 per \$1,000 of construction cost	GST	C
f.	Fibreglass swimming pool and notification fee if required		\$900 plus \$1 per \$1,000 of construction cost	GST	C
g.	Concrete swimming pool and notification fee if required		\$773 plus \$1 per \$1,000 of construction cost	GST	C
h.	Above ground swimming pool and notification fee if required		\$644 plus \$1 per \$1,000 of construction cost	GST	C
i.	Commercial/industrial development without building works		\$372 (plus \$254 if final inspection & occupation certificate required)	GST	C
j.	Earth dam		372.00	GST	C
k.	Bed & breakfast		372.00	GST	C
l.	Commercial/Industrial		372.00	GST	C
m.	Boundary adjustments		611.00	GST	C
n.	Demolition (complying development)		353.00	GST	C
o.	Amended complying development certificate - New dwellings & commercial/industrial building works		\$242 plus \$2 per \$1,000 of construction cost	GST	C
p.	Amended complying development certificate - Other		\$121 plus \$2 per \$1,000 of construction cost	GST	C
9. CONSTRUCTION CERTIFICATES					
Inspection packages for villas/townhouses/residential flat buildings (units) & dual occupancy. Development quotations available from Council's Building Team upon request.					
a.	< \$5,000		131.00	GST	C
b.	> \$5,000 < \$100,000		\$131 base fee plus 0.35% cost above \$5,000	GST	C
c.	> \$100,001 < \$250,000		\$600 base fee plus 0.2% cost above \$100,000	GST	C

ECONOMY

FEE / CHARGE		ADDITIONAL DETAILS / CHARGES	2015/16 GST INCLUSIVE	GST	PRICE CATEGORY
d.	> \$250,001 < \$1,000,000		\$1,020.00 base fee plus 0.1% cost above \$250,000	GST	C
e.	> \$1,000,000	Charge by negotiation.		GST	C
f.	Amended Construction Certificate	Charge by negotiation, up to 50% of construction certificate fee plus GST.		GST	C
g.	Additional copies of Construction Certificate (each)		47.00	GST	C
h.	i. Construction Certificate application transferred from private certifying authority to Council as private certifying authority		\$148 for the first hour and \$67 for each additional hour or part thereof.	Exempt	C
	ii. Occupation Certificate fee		131.00	GST	C
	iii Building Development/ Private Certifier Sign - See Associated Building fees Item 3(K)		22.00	GST	C
i.	Engineering Construction Certificate - See Infrastructure Item 5.		149.00	GST	C
10. DAMAGE DEPOSITS/FEEES					
a.	Inspection fee for Developments over \$5,000 in R2, R3, R5 zones		131.00	Exempt	C
b.	Inspection fee for Developments class 2,3,5,6,7,8 & 9 in all zones		131.00	Exempt	C
c.	Refundable deposit for class 2,3,5,6,7,8 & 9 Developments in all zones		1,035.00	Exempt	F
11. DEVELOPMENT APPLICATION FEES (any changes in the legislated fee will be passed on as at the effective date)					
Estimated Cost:					
	Less than \$5,000		110.00	Exempt	F
	\$5,001 to \$50,000		\$170 plus an additional \$3.00 for each \$1,000 (or part of \$1,000) of the estimated cost.	Exempt	F
	\$50,001 - \$250,000		\$352 plus an additional \$3.64 for each \$1,000 (or part of \$1,000) of the estimated cost.	Exempt	F
	\$250,000 - \$500,000		\$1,160 plus an additional \$2.34 for each \$1,000 (or part of \$1,000) by which the estimated cost exceeds \$250,000.	Exempt	F
	\$500,001 - \$1,000,000		\$1,745 plus an additional \$1.64 for each \$1,000 (or part of \$1,000) by which the estimated cost exceeds \$500,000.	Exempt	F
	\$1,000,000 - \$10,000,000		\$2,615 plus an additional \$1.44 for each \$1,000 (or part of \$1,000) by which the estimated cost exceeds \$1,000,000.	Exempt	F

FEE / CHARGE	ADDITIONAL DETAILS / CHARGES	2015/16 GST INCLUSIVE	GST	PRICE CATEGORY
More than \$10,000,000		\$15,875 plus an additional \$1.19 for each \$1,000 (or part of \$1,000) by which the estimated cost exceeds \$10,000,000.	Exempt	F
Advertising Signs and Structures		\$285, plus \$93 for each advertisement in excess of one, or the fees calculated in accordance with the above table, whichever is the greater.	Exempt	F
Residential Flat Development (Clause 248)	Where referral is required to a design review panel under SEPP 65.	760.00	Exempt	F
Dwelling/house cost up to \$100,000		455.00	Exempt	F
Development Applications requiring concurrence e.g. Sydney Catchment Authority & DOP (SEPP1) or integrated development applications		Additional \$320 in a cheque made out to each concurrence Authority plus \$140 as a one-off administration fee.	Exempt	F
Subdivision of Land:				
a. New road		\$665 plus \$65 per additional lot	Exempt	F
b. No new road		\$330 plus \$53 per additional lot	Exempt	F
c. Strata		\$330 plus \$53 per additional lot	Exempt	F
d. Development not involving the erection of a building, the carrying out of work, the subdivision of land, or the demolition of a building or work.		285.00	Exempt	F
e. Designated Development	This fee is in addition to the fee calculated as per the above fee table.	920.00	Exempt	F
Developments Required to be Advertised (as required by LEP or DCP)				
a. Designated Development		2,200.00	Exempt	F
b. Advertised Development		1,105.00	Exempt	F
c. Prohibited Development		1,105.00	Exempt	F
Request for Review of Determination and Modifications of a Consent				
a. Section 96(1) Modification Consent (Minor errors/mis-description or miscalculation. Planners discretion)		71.00	Exempt	F
b. Section 96(1A) Modification (minimal environmental impact)		\$645 or 50% of the original DA fee, whichever is lesser.	Exempt	F
Section 96(2) or 92 AA (1) and also request for Review of Determination under Section 82 A				
a. Dwellings only < \$100,000		190.00	Exempt	F
b. If the fee for the original application was \$100 or more and did not involve building work or the carrying out of a work or demolition		50% of the original fee.	Exempt	F
Any other Development (Estimated Cost)				
a. Less than \$5,000		55.00	Exempt	F

ECONOMY

FEE / CHARGE		ADDITIONAL DETAILS / CHARGES	2015/16 GST INCLUSIVE	GST	PRICE CATEGORY
b.	\$5,001 to \$250,000		\$85 plus an additional \$1.50 for each \$1,000 (or part of \$1,000) of the estimated cost.	Exempt	F
c.	\$250,000 - \$500,000		\$500 plus an additional \$0.85 for each \$1,000 (or part of \$1,000) by which the estimated cost exceeds \$250,000.	Exempt	F
d.	\$500,001 - \$1,000,000		\$712 plus an additional \$0.50 for each \$1,000 (or part of \$1,000) by which the estimated cost exceeds \$500,000.	Exempt	F
e.	\$1,000,000 - \$10,000,000		\$987 plus an additional \$0.40 for each \$1,000 (or part of \$1,000) by which the estimated cost exceeds \$1,000,000.	Exempt	F
f.	More than \$10,000,000		\$4,737 plus an additional \$0.27 for each \$1,000 (or part of \$1,000) by which the estimated cost exceeds \$10,000,000.	Exempt	F
g.	Additional Fee if referral to a design review panel is required under SEPP65.		760.00	Exempt	F
Note: For modifications under section 96(2) and Requests for Review of Determination under section 82A, an additional fee of \$620 is required if notice is required to be given under sections 96(2), 96AA(i) or 82A of the EP&A Act, 1979.					
Note: For Developments with a value greater than \$50,000, an additional fee is required by the Department of Planning. This fee will be collected by council when the Development Application is submitted and passed on to the Department.					
h.	Amended BASIX certificate checking and stamping fee		47.00	Exempt	C
12. ENFORCEMENT OF PRIVATE CAR PARKING					
a.	Enforcement of private car parking		2,330.00	GST	C
13. FOOD PREMISES - REGISTRATION/INSPECTION FEE					
a.	Food Premises Inspections (routine inspections)		131.00	Exempt	F
b.	Food Premises Inspections (large premises)		258.00	Exempt	C
c.	Reinspections		150.00	Exempt	C
14. GENERAL ENQUIRIES					
a.	Written		268.00	Exempt	C
15. IMPOUNDING FEES – DOGS & CATS					
Maintenance Fees (charged daily)			32.00	Exempt	C
Vet Care (where applicable)		At cost.		Exempt	C
Sale of cat or dog - already registered, desexed and microchipped			110.00	GST	C
Sale of dog (male & female)		Includes de-sexing, registration and microchipping.	280.00	GST	C

FEE / CHARGE	ADDITIONAL DETAILS / CHARGES	2015/16 GST INCLUSIVE	GST	PRICE CATEGORY
Sale of male cat	Includes de-sexing, registration and microchipping.	190.00	GST	C
Sale of female cat	Includes de-sexing, registration and microchipping.	230.00	GST	C
Surrender of cat or dog - At the pound		\$94 per animal plus \$52 per additional animal.	Exempt	C
Surrender of cat or dog - Pick-up		\$114 per animal plus \$52 per additional animal.	Exempt	C
Breed Assessment	Assessment carried out by Dogs NSW. Cost of assessment payable to Council for reimbursement to agency prior to assessment being carried out.	Cost as quoted by Dogs NSW	Exempt	C
Temperament Assessment	Assessment carried out by Assessor as advised by Office of Local Government. Cost of assessment payable to Council for reimbursement to agency prior to assessment being carried out.	Cost as quoted by appointed Assessor.	Exempt	C
Microchip on return of impounded dog or cat		61.00	GST	C
Microchip on sale of dog	Included in sale.		-	-
Microchip (supply and chip animal to Rescue Agency)		15.00	GST	C
Disposal of cat or dog:				
a. Where a dog or cat is sold and owner at time of impounding is known, Council will recover the difference in cost for the fees for release of the animal and the charges for maintenance, from that owner. Charge is at \$91 plus \$52 per additional animal.		94.00	Exempt	C
b. Where a dog or cat is destroyed and the owner at the time of impounding is known, Council will recover the charges for its maintenance and expenses incurred by the Council destroying the animal, from that owner. Charge is at cost.			Exempt	C
c. Hire of animal trap (per week) (plus bond)		18.00	GST	C
d. Bond for animal traps (refundable)		73.00	Exempt	E
Release Fees - Other Animals:				
1st time Impounded				
a. If not registered & collected within 24hrs		64.00	Exempt	C
b. If returned to registered owner within 24hrs	No charge.		Exempt	C
2nd time Impounded or subsequent time impounded		64.00	Exempt	C
Transportation Fee	At cost.		Exempt	C
Cartage by contractors	At cost.		Exempt	C
Cartage by Council Stock Trailer		182.00	Exempt	C
Portable Stockyards & Ramp		68.00	Exempt	C
Sale of Animal (not companion animal)	Negotiated cost		GST	C

ECONOMY

FEE / CHARGE	ADDITIONAL DETAILS / CHARGES	2015/16 GST INCLUSIVE	GST	PRICE CATEGORY
Maintenance and Vet Care (charged daily - per animal)				
Maintenance of stock yards - per day				
a. Fee per animal		18.00	Exempt	C
b. Vet Care (where applicable)	At cost		Exempt	C
c. Certificate of Compliance for Dangerous Dog Enclosure		150.00	Exempt	F
Trolleys & Impounded Items				
a. Impounding Fee (each)		88.00	Exempt	C
b. Release Fee - per item		25.00	Exempt	C
c. Daily Storage Fee up to 28 days - per work day		12.00	Exempt	C
16. INFORMATION FACT SHEETS				
a. Charge per sheet	No charge to view on Council website.	0.40	Exempt	C
17. LEGAL DOCUMENT PROCESSING				
a. Processing of Legal Documents including completion of applications for the release of Restrictions on Title		376.00	Exempt	C
18. LINEN PLANS				
a. Linen Plan Release (Subdivision Certificate)		425.00	Exempt	F
b. Linen Plan Release (Subdivision Certificate/per lot)		85.00	Exempt	F
19. MONTHLY BUILDING LISTS				
a. Monthly building lists (per annum)	Agencies only.	902.00	Exempt	C
20. PART 4A CERTIFICATES				
a. Part 4A Certificates registration		36.00	Exempt	F
b. Complying Development Certificate - Private Certifiers		36.00	Exempt	F
21. PLANNING PROPOSALS (REZONING)				
A mapping fee may also be applicable to planning proposals supported by Council – please refer to the Governance section of this document, item 11 (I), page 62.				
a. Initial planning proposal fee (minor proposal)		12,731.00	Exempt	B
b. Initial planning proposal fee (major proposal, low complexity)		22,000.00	Exempt	B
c. Initial planning proposal fee (major proposal, high complexity)		55,000.00	Exempt	B
d. Environmental study finalisation fee		10% of the cost of each required study.	Exempt	B
e. DCP amendment initiated by proponent		10,300.00	Exempt	B
22. PRE LODGEMENT CONSULTATION				
a. Informal pre-lodgement consultation fee.		Verbal advice only, no written response. First 30 minutes, no charge, \$137 for the next hour, and \$68 for each additional hour.	GST	C
b. Formal pre-lodgement consultation fee with written response.	Draft plan to be submitted to council 1 week prior to meeting with request.	500.00	GST	C

FEE / CHARGE		ADDITIONAL DETAILS / CHARGES	2015/16 GST INCLUSIVE	GST	PRICE CATEGORY
23. PRE PURCHASE INSPECTION					
a.	Vacant land		388.50	GST	C
24. PUBLICATIONS					
a.	Wollondilly LEP document		47.50	Exempt	B
b.	i. Development Control Plan 2010 Individual Volumes		16.50	Exempt	B
	ii. Development control Plan 2010 Entire Document		118.50	Exempt	B
c.	Various Planning Publications e.g. Growth Management Strategy, centre studies, streetscape, environment study (copies of other documents).	Price on application - minimum of \$31.	31.00	Exempt	B
d.	CD Information		20.60	Exempt	B
25. RESITED DWELLINGS (INSPECTIONS OF BUILDINGS PRIOR TO RELOCATION)					
a.	From within the Shire		131.00	Exempt	C
b.	From outside the Shire		\$150 for the first hour and \$68 for each additional hour or part thereof, plus \$0.98 per km.	Exempt	C
Other Section 68 Approvals					
a.	Relocatable Homes - note additional S68 fees apply for septic/drainage	Refer to DA Fee Schedule - Item 11		-	-
b.	Slow Combustion Heater	Refer to DA Fee Schedule - Item 11		-	-
26. SEWAGE MANAGEMENT (Under Section 68 of the Local Government Act)					
INSTALLATION OF ON-SITE SYSTEMS					
When lodged with Construction Certificate or Complying Development Certificate (Residential includes 1 dwelling or 2 attached dwellings on 1 system)					
a.	Residential application fee - Pump Out (includes 2 inspections)		663.00	Exempt	C
b.	Residential application fee - Other system types (includes 2 inspections)		859.00	Exempt	C
c.	Commercial/industrial application fee - Pump Out		859.00	Exempt	C
When lodged without Construction Certificate or Complying Development Certificate					
a.	Residential application fee - Pump Out (includes 3 inspections)		793.00	Exempt	C
b.	Residential application fee - Other system types (includes 3 inspections)		987.00	Exempt	C
c.	Commercial/industrial application fee - Pump Out		987.00	Exempt	C
Note: When the septic tank application is submitted with an application for a Construction Certificate or Complying Development Certificate, the initial inspection for both is able to be conducted at the same time and saves payment of an inspection fee.					

ECONOMY

FEE / CHARGE		ADDITIONAL DETAILS / CHARGES	2015/16 GST INCLUSIVE	GST	PRICE CATEGORY
OTHER COMMERCIAL/INDUSTRIAL SYSTEM AND LARGER/PACKAGE SYSTEMS SERVING A NUMBER OF PREMISES					
a.	Systems serving up to 49 people	Additional inspection fee is applicable to charge.	1,199.00	Exempt	C
b.	Systems serving 50+ people	Additional inspection fee is applicable to charge.	3,613.00	Exempt	C
Modifications of Sewage Management System Approval					
a.	Pump Out (residential/commercial/industrial)		170.00	Exempt	C
b.	Other Residential Systems	50% of application fee.		Exempt	C
c.	Other commercial/industrial package systems serving up to 49 people	50% of application fee.		Exempt	C
d.	Other commercial/industrial package systems serving more than 49 people		2,710.00	Exempt	C
e.	Commercial/industrial application fee (50+ dwellings/lots)		3,612.00	Exempt	C
f.	Amended site plan		85.00	Exempt	C
CONNECTION TO PRIVATE SEWER OR AN EXISTING SEWAGE MANAGEMENT SYSTEM AND WATER/ STORMWATER CONNECTIONS					
When lodged where Council is the Principal Certifying Authority Note: Where Council is the nominated Principal Certifying Authority a reduction to building inspection fees are possible as critical stage and drainage inspections can be conducted concurrently.					
a.	Connecting to existing sewerage management facility including but not limited to aerated systems, absorption trenches, pump-out systems (includes two drainage inspections)		211.00	Exempt	C
b.	Connecting to private reticulated water supply and stormwater drainage including but not limited to Stonequarry and Nangarin Estates (includes two drainage inspections)		211.00	Exempt	C
c.	Connecting to private recycled water system including but not limited to Bingara Gorge (includes group total of six plumbing and drainage inspections)	1 inspection only. No Sec 68 processing fee	131.00	Exempt	C
When lodged where Council is not the Principal Certifying Authority					
a.	Connecting to existing sewerage management facility including but not limited to aerated systems, absorption trenches, pump-out systems (includes two drainage inspections)		341.00	Exempt	C
b.	Connecting to water supply and stormwater drainage including but not limited to estates such as Stonequarry and Nangarin (includes two drainage inspections)		341.00	Exempt	C
c.	Connecting to private recycled water system including but not limited to Bingara Gorge	Includes four inspections. I.e: Rough In Inspection, Internal Drainage Inspection, External Drainage Inspection (including Front Run) and Final Inspection	523.00	Exempt	C

FEE / CHARGE		ADDITIONAL DETAILS / CHARGES	2015/16 GST INCLUSIVE	GST	PRICE CATEGORY
APPROVAL TO OPERATE					
a.	Approval to operate (domestic & commercial < 10 persons or pump-out) 1yr		53.00	Exempt	C
b.	Approval to operate (domestic & commercial < 10 persons or pump-out) 3yrs		74.00	Exempt	C
c.	Approval to operate (domestic & commercial < 10 persons or pump-out) 5yrs		85.00	Exempt	C
d.	Approval to operate (commercial land systems > 10 persons up to 49 dwellings/lots)		272.00	Exempt	C
e.	Approval to operate (Private/package sewer treatment systems > 50 dwellings/lots)		743.00	Exempt	C
f.	Approval to operate (Pensioner) 1yr		41.00	Exempt	C
g.	Approval to operate (Pensioner) 3yrs		62.00	Exempt	C
h.	Approval to operate (Pensioner) 5yrs		72.00	Exempt	C
i.	Septic inspection fee (existing systems) by request		131.00	Exempt	C
27. SWIMMING POOLS (see item 8 above for Complying Development Certificate Fees in relation to Swimming Pools)					
a.	Application for variation - Swimming Pool Act Section 22		70.00	GST	F
b.	On-line registration of NSW Pool Register		10.00	GST	F
c.	NSW Pool Register Audit Inspection (1st)		150.00	Exempt	F
d.	NSW Pool Register Audit Inspection (Subsequent)		100.00	Exempt	F
e.	Resuscitation Charts		19.00	GST	C
28. TREE LOP/REMOVE					
a.	Application to remove tree(s) (10 trees or less)	If less than \$5,000, then \$110, if \$5,000 or more see DA fee schedule.	110.00	Exempt	F
29. VOLUNTARY PLANNING AGREEMENT					
a.	Section 94 Voluntary Planning Agreement	Charge by negotiation.		Exempt	C

INFRASTRUCTURE

FEE / CHARGE		ADDITIONAL DETAILS / CHARGES	2015/16 GST INCLUSIVE	GST	PRICE CATEGORY
1. BOND IN LIEU OF CONSTRUCTION					
a.	Bond Payable - A maximum period of time for a bond to be applied will be set by Council	Bond payable will be twice the value of the work.		Exempt	E
	BONDS ARE NOT ACCEPTED BY COUNCIL FOR WORK ON PRIVATE LAND				
b.	Application Fee Based on Bond Value:				
i.	up to \$1,000		207.50	Exempt	C
ii.	1,000 - 10,000		325.00	Exempt	C
iii.	10,00 - 25,000		472.50	Exempt	C
iv.	25,000 - 50,000		722.00	Exempt	C
v.	over 50,000		1,030.00	Exempt	C
2. CEMETERY FEES					
a.	Monumental and Lawn Beams (First interment)		1,200.00	GST	B
b.	Monumental and Lawn Beams (Second interment)		410.00	GST	B
c.	Non Resident Fee		280.00	GST	B
d.	Baby Section (Thirlmere Only)		410.00	GST	B
e.	Ashes (Includes Interment in Memorial Wall)				
i.	Single Niche		680.00	GST	B
f.	Interment of ashes into grave/plot		410.00	GST	B
g.	Memorial Tree (Thirlmere only)				
i.	16 allotments per tree (per allotment)		680.00	GST	B
h.	Removal of Ashes for Relocation		410.00	GST	B
i.	Plaques				
i.	Bronze plaque single		410.00	GST	B
j.	Memorial Work (permit)				
i.	Permission to erect single memorial (single allotment)		186.00	Exempt	B
ii.	Permission to erect double memorial (two allotments)		280.00	Exempt	B
iii.	Permission to restore a memorial		126.00	Exempt	B
k.	General				
i.	Refund/transfer right of burial (admin fee)		85.00	Exempt	B
ii.	Exhumation (attendance and admin fee per day or part thereof)		680.00	GST	B
l.	Cemetery Search Fee				
i.	Brief (less than 30 minutes incl. Phone/fax copying & postage)		61.00	Exempt	B
ii.	Extensive – each additional hour or part thereof		61.00	Exempt	B
3. COMMERCIAL DIRECTION SIGNS - SUPPLY AND INSTALLATION					
a.	Commercial direction sign installation (each)		435.50	GST	C
b.	Annual maintenance charge (each sign)		66.00	GST	C
c.	Non standard commercial sign installation	Price on application.	-	GST	C
4. COMMERCIAL USE OF PUBLIC FOOTPATHS AND ROADSIDE VERGES					
a.	Initial application fee		159.50	Exempt	C
b.	Café style outdoor dining area (rate per m2 per annum)		91.00	Exempt	C

FEE / CHARGE		ADDITIONAL DETAILS / CHARGES	2015/16 GST INCLUSIVE	GST	PRICE CATEGORY
c.	A-Frame and advertising signage (rate per sign per annum)		133.00	Exempt	C
d.	Display and/or sale of goods (rate per m2 per annum)		212.50	Exempt	C
e.	Lease preparation & execution - legal fees and administration	At cost.	-	GST	C
f.	Standing plant (skips, concrete pumps, cranes etc) footpath/parking lane (per metre per day)	Minimum of 6 metres.	2.80	Exempt	C
g.	Works zone or road occupation for construction activities - footpath/parking lane (per metre per day)	Minimum of 6 metres.	2.80	Exempt	C
h.	Food Vending Van (where authorised)				
i.	Application Fee		159.50	Exempt	C
ii.	Annual Rate per site		637.00	Exempt	C
5. ENGINEERING CONSTRUCTION CERTIFICATE					
a.	Construction Certificates (Roads and Drainage)				
i.	Minimum Fee		149.00	Exempt	C
ii.	Plus rate per metre of road frontage (full or half road) or rate per metre of drainage		16.50	Exempt	C
b.	Modification of Construction Certificate Plans				
i.	Minor / Single Item		213.00	Exempt	C
ii.	Major / multiple issues	50% of original Construction Certificate Fee	-	Exempt	C
6. ENGINEERING SPECIFICATIONS					
a.	Design Specifications - Subdivision & Engineering Standards	Free Download	207.50	Exempt	C
b.	Construction Specifications - Subdivision and Engineering Standards	Free Download	207.50	Exempt	C
7. FILMING RIGHTS ON COUNCIL PROPERTY & ROADS - INCLUDING FOOTPATH AREAS					
a.	Application Fee Based On:				
i.	Film Shoots - low impact		170.00	Exempt	C
i.	Film Shoots - high impact	(For example, film shoots requiring road closures, traffic management, advertising, liaising with other agencies, etc.)	1,061.00	Exempt	C
iii.	Cost of advertisement placed in newspaper circulating across the state concerning issues of interest to Aboriginal people in relation to filming on community land that is of cultural significance	At cost.	-	Exempt	B
N.B. Conditions apply. Refer to the Works Division and/or Council's Filming Policy for details					
b.	Daily Hire Fees				
i.	Daily Hire Fee Hall - see item 10 Halls & community centres		-	GST	-
ii.	Daily Hire Fee Sportsground (including Botanical Gardens) - see item 22b Sportsgrounds - Other		-	GST	-
iii.	Other Hire Fee (including parks, quarries and Mushroom Tunnel) - Per day conditions apply		239.00	GST	A

INFRASTRUCTURE

FEE / CHARGE		ADDITIONAL DETAILS / CHARGES	2015/16 GST INCLUSIVE	GST	PRICE CATEGORY
	iv. Old Post Office/Visitor Centre & Community Nursery (per day)	Includes 1 Council staff member to supervise - 8am to 5pm only.	1,226.00	GST	A
c.	i. Key Deposit		25.00	Exempt	E
	ii. Bond (refundable)		1,000.00	Exempt	E
d.	Traffic Control Assessment				
	i. Film Shoots - low impact	Partial Road Closure- Stop/ Slow traffic control on local or Council managed roads- Police Consultation	113.50	GST	C
	i. Film Shoots - Medium impact	Partial Road Closure- Stop/ Slow traffic control on multi-lane or state road- Police Consultation	340.00	GST	C
	iii. Film Shoots-High Impact	Full Road Closure- Traffic Committee process	566.50	GST	C
Public Liability Insurance - min \$10 m coverage to be delivered OR Casual hirer insurance (24 hr see item 14)					
8. FLOODING ENQUIRY					
a.	Application and File Search Fee	Price on application.	POA	Exempt	C
b.	Issue of flood levels – first site (min)	Price on application.	POA	Exempt	C
c.	Additional sites in same application	Price on application.	POA	Exempt	C
9. WORKS BY COUNCIL - Resident Contribution (Roads Act)					
a.	Residential & Rural Property				
	i. Footpath	No Charge.	-	-	-
	ii. Kerb & Gutter - first 20 metres (per metre)		54.10	Exempt	C
	- next 50 metres length (per metre)		27.85	Exempt	C
b.	Commercial & Industrial Property				
	i. Footpath - full frontage - rate per m2		110.00	Exempt	C
	ii. Kerb & Gutter - full frontage - rate per m		129.00	Exempt	C
Property owners will be charged a maximum of 50% of the actual construction costs in accordance with the NSW Roads Act 1993.					
10. HALLS & COMMUNITY CENTRES					
Halls are categorised into 2 main categories dependent upon the facilities provided:					
HALLS & COMMUNITY CENTRES Category 1					
Appin Community Hall, Bargo Community Hall, Douglas Park Community Centre, Tahmoor Community Centre, The Oaks Community Hall (excl Senior Citizens Hall see category 2), Warragamba Town Hall, Wilton Community Centre, Wollondilly Shire Hall					
HALLS & COMMUNITY CENTRES Category 2					
Bonnie Cottage, Mt Hunter Community Hall, Oakdale Community Hall, Tahmoor CWA Hall, The Oaks Senior Citizens Hall					
a.	Hire of all halls & community centres is subject to Council's normal requirements for Public Liability Insurance (refer item 14) in addition to hire fees.				
b.	Definition of a Community Group - A not-for-profit community organisation which does not operate as a business.				
c.	A Function rate is applied for bookings of six hours or more and to Saturday Night bookings. It may also be applied at Council's discretion to bookings where large numbers of people will use the facility.				

FEE / CHARGE		ADDITIONAL DETAILS / CHARGES	2015/16 GST INCLUSIVE	GST	PRICE CATEGORY
GENERAL					
a.	Clean up fee (if required)	At cost plus 40%		GST	B
b.	Casual hirers Insurance (if required - refer item 14)			-	-
c.	Emergency Services - Meetings and Training			-	-
d.	Key deposit (all hirers)		25.00	Exempt	E
e.	Bond - Markets/Carnivals/Fetes/Fairs/Corporate		1,000.00	Exempt	E
f.	Cancellation fee				
	i. Cancellation of booking less than 7 days notice		100%	GST	B
	ii. Cancellation of booking less than 8 to 30 days notice		10%	GST	B
	iii. No charge if more than 30 days notice is given		-	GST	B
CATEGORY 1 COMMUNITY HALLS					
a.	Community Groups				
	i. Bond		200.00	Exempt	E
	ii. Hire per hour		12.90	GST	A
	iii. Functions		152.00	GST	A
b.	Regular Hirers				
	i. Bond		400.00	Exempt	E
	ii. Hire per hour		16.00	GST	A
	iii. Functions		199.00	GST	A
c.	Casual Hirers (Wollondilly Residents)				
	i. Bond		400.00	Exempt	E
	ii. Hire per hour		20.60	GST	A
	iii. Functions		269.00	GST	A
d.	Casual Hirers (Non-Residents)				
	i. Bond		400.00	Exempt	E
	ii. Hire per hour		26.80	GST	A
	iii. Functions		440.50	GST	A
e.	Trade Waste Container (max 1.5m3) if applicable		112.00	GST	A
f.	Use of trade waste container for hall rubbish (casual hirer) Bargo Community Hall		33.00	GST	A
g.	Lighting usage (Wollondilly Shire Hall)	10% of hourly rate charged for lighting.	10%	GST	A
h.	General Waste and Recyclables Bin Service for functions	At cost	-		
WOLLONDILLY SHIRE HALL (for art exhibitors only)					
1. ART FOYERS - Exhibition rate only (other hirers pay general fees)					
a.	General Hire Foyer A & B	Half rate if only one foyer is required			
	i. One Day		53.60	GST	A
	ii. Three Days		161.00	GST	A
	iii. One Week		360.50	GST	A
b.	Community Group Hire Rate Foyer A & B	Half rate if only one foyer is required			
	i. One Day		31.00	GST	A
	ii. Three Days		93.00	GST	A
	iii. One Week		206.00	GST	A

INFRASTRUCTURE

FEE / CHARGE		ADDITIONAL DETAILS / CHARGES	2015/16 GST INCLUSIVE	GST	PRICE CATEGORY
2.	MEETING ROOM (WITH USE OF PROJECTOR)				
a.	Community Group hourly hire		15.50	GST	A
b.	Regular Hirer hourly hire		18.50	GST	A
c.	Casual Hirer (Wollondilly Resident) hourly hire		22.70	GST	A
d.	Casual Hirer (Non-Resident) hourly hire		31.00	GST	A
e.	Markets/Carnivals/Fetes/Fairs/Corporate				
	i. Regular Hirer (max. 12 per year)		199.00	GST	A
	ii. Casual Hirer (one off hire)		269.00	GST	A
WILTON COMMUNITY CENTRE					
a.	Office hire per week		20.60	GST	A
CATEGORY 2 COMMUNITY HALLS					
a.	Community Groups				
	i. Bond		200.00	Exempt	E
	ii. Hire per hour		9.10	GST	A
	iii. Functions		112.00	GST	A
b.	Regular Hirers				
	i. Bond		400.00	Exempt	E
	ii. Hire per hour		11.85	GST	A
	iii. Functions		152.00	GST	A
c.	Casual Hirers (Wollondilly Residents)				
	i. Bond		400.00	Exempt	E
	ii. Hire per hour		15.00	GST	A
	iii. Functions		210.50	GST	A
d.	Casual Hirers (Non-Residents)				
	i. Bond		400.00	Exempt	E
	ii. Hire per hour		22.70	GST	A
	iii. Functions		371.50	GST	A
e.	Trade Waste Container (max 1.5m3) if applicable		112.00	GST	A
BONNIE COTTAGE (office accommodation per week)					
a.	Office 1		57.70	GST	A
b.	Office 2		51.00	GST	A
PICTON COMMUNITY CENTRE (office accommodation per week)					
a.	Office 1		77.00	GST	A
b.	Office 2		77.00	GST	A
c.	Office 3		53.10	GST	A
PICTON MEMORIAL SCHOOL OF ARTS (office accommodation per week)					
a.	Office 1		130.00	GST	A
b.	Office 2		86.60	GST	A
c.	Office 3		116.50	GST	A
d.	Senior Citizen (annual fee)	No charge.		-	-
TAHMOOR COMMUNITY CENTRE					
a.	Community Links Wollondilly				
	i. Licence fee per annum (reviewed annually)		23,298.00	GST	A
b.	Rainbow Playhouse Preschool Inc				
	i. Licence fee per month		789.50	GST	A

FEE / CHARGE		ADDITIONAL DETAILS / CHARGES	2015/16 GST INCLUSIVE	GST	PRICE CATEGORY
	ii. Office hire over holidays per week		48.00	GST	A
c.	Miss Lizzies				
	i. Licence fee per month		2,356.50	GST	A
d.	Hire of Sound Room				
	i. Hourly rate		16.00	GST	A
	ii. 8 hours or more		199.00	GST	A
THE OAKS SENIOR CITIZENS HALL (Category 2)					
a.	Senior Citizens Hall				
	i. Hire per annum (Senior Citizens)		536.50	GST	A
WARRAGAMBA TOWN HALL					
a.	Annex/Senior Citizens Room				
	i. Bond		200.00	Exempt	E
	ii. Community groups hire per hour		12.90	GST	A
	iii. Community groups hire per day		91.00	GST	A
	iv. Regular hirers per hour		16.00	GST	A
	v. Regular hirers per day		99.00	GST	A
	vi. Casual hirers (Wollondilly residents) per hour		19.60	GST	A
	vii. Casual hirers (Wollondilly residents) per day		112.00	GST	A
	viii. Casual hirers (non-residents) per hour		26.80	GST	A
	ix. Casual hirers (non-residents) per day		129.50	GST	A
	x. Seniors annual fee		536.50	GST	A
b.	Markets/Carnivals/Fetes/Fairs/Corporate				
	i. Regular Hirer (max. 12 per year)		199.00	GST	A
	ii. Casual Hirer (one off hire)		269.00	GST	A
c.	Trade Waste Container (max 240ltr)		21.65	GST	A
11. INSTALLATION OF ENTRANCES					
a.	Application and inspection fee		159.00	Exempt	C
b.	Inspections over and above standard		100.00	Exempt	C
c.	Culvert entrances - 375 mm diameter & 4.9m wide	Price on application.	POA	GST	C
d.	Layback entrances (3.5m wide)	Price on application.	POA	GST	C
e.	Ramped entrances (3.5m wide)	Price on application.	POA	GST	C
f.	Headwalls (to repair)	Price on application.	POA	GST	C
g.	Concrete dish crossing	Price on application.	POA	GST	C
12. LEASE PART OF ROAD RESERVE					
a.	Non-Refundable (rate/m2/day)	Price on application.	POA	GST	C
b.	Refundable Damage Deposit (rate/m2)	Price on application.	POA	Exempt	E
c.	Ancillary Works - eg sediment control	Price on application.	POA	GST	C
d.	Annual charge for cables and pipes	Private utility services - per km/year	787.50	GST	C
13. MAINTENANCE BOND (held by Council for a minimum period of 12 months)					
a.	Value of Bond	\$1,000 or 10% of value of work, whichever is the greater	-	Exempt	E
14. OCCASIONAL/CASUAL HIRER INSURANCE POLICIES					
a.	Sporting Grounds (non sporting activity)				
	i. Non alcoholic drinks being consumed		245.00	GST	B

INFRASTRUCTURE

FEE / CHARGE		ADDITIONAL DETAILS / CHARGES	2015/16 GST INCLUSIVE	GST	PRICE CATEGORY
	ii. Alcoholic drinks being consumed		470.00	GST	B
b.	Halls				
	i. Meetings	Maximum of 11 per year	15.00	GST	B
	ii. Functions where alcohol is not being consumed		50.00	GST	B
	iii. Functions where alcohol is being consumed		140.00	GST	B
c.	Council Parks and Reserves				
	i. Functions where alcohol is not being consumed		50.00	GST	B
	ii. Functions where alcohol is being consumed		140.00	GST	B
d.	Botanic Gardens				
	i. Functions including weddings	Alcohol not permitted	50.00	GST	B
15. PLAN CHECKING AND SUPERVISION FEES					
a.	i. Roadworks & Associated Matters per metre length		28.85	Exempt	C
	ii. minor roadworks, driveways for battleaxe type developments and any unsealed pavements, private roads etc. per meter length		14.45	Exempt	C
	iii. Drainage Works per metre length		17.55	Exempt	C
	N.B. Includes overland flowpaths where no pipes are proposed, inter-allotment drainage lines, inlet/outlet works etc.				
	iv. Inspections (each)		212.50	Exempt	C
b.	Plan Checking Fee Per A1 Sheet:				
	i. Initial Assessment		288.50	GST	C
	ii. Subsequent Amendments		165.00	GST	C
	For developments with a value of construction in excess of \$200,000, a quote for plan checking & supervision fees will be provided by council upon request.				
c.	Design Consultation fee (Input by Council Engineering Staff)				
	i. Advice - over and above standard plan checking and inspections		210.50	GST	C
16. PLAN PRINTING COSTS (INCLUDING COPYING PLANS)					
a.	Photocopying – per page based on page sizes:				
	i. A0		15.00	GST	C
	ii. A1		11.90	GST	C
	iii. A2		9.60	GST	C
	iv. Large quantity printing (in excess of 10 pages)	30% reduction on above rates.	-	GST	C
17. ROAD MANAGEMENT APPROVAL					
a.	Issue of S138 Consent Certificate		118.50	Exempt	C
b.	Preparation of basic Traffic Management Plan to RTA requirements per site (additional cost to part a above)	Price on application.	POA	GST	C
c.	Projects requiring ongoing assessment and/or multiple consents per hour (including site inspections, traffic committee approvals, TMP preparation, NOT s138 Certificate). Minimum charge is 1 hour.	Price on application.	POA	GST	C
d.	Permit to exceed signposted load limit (per truck)	Maximum of 5 trucks allowed, 12 months only.	118.50	Exempt	C

FEE / CHARGE		ADDITIONAL DETAILS / CHARGES	2015/16 GST INCLUSIVE	GST	PRICE CATEGORY
e.	HML/ B Double application processing fee (non-refundable)		1,591.50	Exempt	C
f.	Provision of permit for HML/B Double		118.50	Exempt	C
g.	Structural assessment of bridge on HML/ B Double route	Price on application.	POA	Exempt	C
18. ROAD OPENING PERMITS - Telstra, Water Supply, Drainage, Gas					
a.	Road/Footpath Opening Permit (This fee is to administer compliance of the Restoration Policy)		134.00	Exempt	C
19. CIVIL WORKS (including RESTORATION FEES)					
a.	Unsealed Shoulder/pavement				
	i. Establishment		1,545.00	Exempt	C
	ii. \$/m ²		51.50	Exempt	C
b.	Asphalt Patching (less than 24t total)				
	i. Plant and Labour charge (/shift max 6t)		3,399.00	Exempt	C
	ii. 50mm thick \$/m ²		31.00	Exempt	C
	iii. 100mm thick \$/m ²		62.00	Exempt	C
c.	Asphalt Paving (greater than 24t)				
	i. Plant and Labour charge (/shift max 200t)		12,360.00	Exempt	C
	ii. 50mm thick \$/m ²		22.70	Exempt	C
	iii. 100mm thick \$/m ²		41.20	Exempt	C
d.	Road Pavement with 2 coat spray seal finish				
	i. Establishment		1,545.00	Exempt	C
	ii. \$/m ²		82.50	Exempt	C
e.	Plain Concrete Footpath				
	i. Establishment		3,090.00	Exempt	C
	ii. \$/m ²		206.00	Exempt	C
f.	Concrete Driveway	Price on application.	POA	Exempt	C
g.	Kerb and Gutter				
	i. Establishment		2,575.00	Exempt	C
	ii. \$/m		185.50	Exempt	C
	iii. Pram ramps, pits, lintels	Price on application.	POA	Exempt	C
h.	Grassed footpath				
	i. Establishment		309.00	Exempt	C
	ii. \$/m ²		31.00	Exempt	C
	iii. Pavers	Price on application.	POA	Exempt	C
20. ROAD WIDENING ENQUIRY					
a.	Road widening (per enquiry)		148.50	Exempt	C
21. SECTION 611 CHARGES					
a.	Levying of Telecommunications Carriers for their use of public spaces for profit. Formula as advised by Local Government & Shires Associations of NSW.				
	i. All Cables Component per km		787.50	Exempt	C
	ii. Overhead Cable Component per km		787.50	Exempt	C
22. a. SPORTSGROUNDS - SCHOOLS					
a.	Canteen				
	i. Bond		200.00	Exempt	E
	ii. Hire		106.50	GST	A

INFRASTRUCTURE

FEE / CHARGE		ADDITIONAL DETAILS / CHARGES	2015/16 GST INCLUSIVE	GST	PRICE CATEGORY
b.	Ground Usage				
	i. Annual bond per school (payable to Council)		400.00	Exempt	E
c.	Annual Maintenance Contribution Fee - Primary Schools (covers weekly school sport)				
	i. Fee (payable to Council)		106.50	GST	A
d.	Carnivals - Primary/Secondary Schools (Athletics/ Cross Country)				
	i. Carnival fee		175.50	GST	A
e.	Annual Maintenance Contribution Fee - Picton High School (covers weekly school sport)				
	i. Fee (payable to Tahmoor Sportsground Management Committee)		490.50	GST	A
22. b. SPORTSGROUNDS - OTHER					
Most sportsgrounds are categorised into 2 main categories for casual hire dependent upon the facilities provided:-					
Sportsgrounds Category 1					
Douglas Park Sportsground, Hume Oval, Tahmoor Sportsground, Thirlmere Sportsground, Warragamba Waterboard Oval, Victoria Park, Appin AIS Sportsground, Picton Sportsground					
Sportsgrounds Category 2					
Appin Park, Bargo Sportsground, Dudley Chesham, Warragamba Sportsground, Willis Park , Wilton Recreation Reserve					
Hire of all sporting facilities is subject to Council's normal requirements for Public Liability Insurance (refer item 14) in addition to hire fees					
Definition of Community Group - A not-for-profit community organisation which does not operate as a business					
Penalties apply to Unauthorised Access/Usage					
GENERAL					
a.	Penalty for late payment of hire fees (Regular hirers only)		97.00	GST	B
b.	Clean up fee (if required)	At cost plus 40%.		GST	A
c.	Casual hirers Insurance (if required - refer item 14)			-	-
d.	Emergency Services - Meetings and Training	No charge.		-	-
e.	Community/Fundraising Event	No charge.		-	-
f.	Cancellation fee				
	i. Cancellation of booking less than 7 days notice		100.00%	GST	B
	ii. Cancellation of booking less than 8 to 30 days notice		10.00%	GST	B
	iii. No charge if more than 30 days notice is given			-	-
g.	Bonds/Deposits				
	i. Key deposit (all hirers)		25.00	Exempt	E
	ii. Bond - (all hirers except market/carnival etc)		400.00	Exempt	E
	iii. Markets/Carnivals/Fetes/Fairs/Corporate		1,000.00	Exempt	E
h.	Canteen				
	i. Canteen Bond - (casual hirers)		200.00	Exempt	E
	ii. Hire (casual hirers)		106.50	GST	A
	iii. Hire (seasonal hirers)		94.00	GST	A
i.	Floodlights				
	i. Floodlights per hour Category 1 Sportsground (casual hirers & seasonal hirers where applicable)		77.00	GST	A

FEE / CHARGE		ADDITIONAL DETAILS / CHARGES	2015/16 GST INCLUSIVE	GST	PRICE CATEGORY
	ii. Floodlights per hour Category 2 (casual hirers & seasonal hirers where applicable)		38.70	GST	A
	iii. Floodlights - Seasonal Hirers Annual Fee		257.00	GST	A
	iv. Floodlights - Seasonal Hirers Electricity Charges	At cost.		GST	A
j.	Cricket Pitch				
	i. Covering		748.50	GST	A
	ii. Uncovering		748.50	GST	A
k.	Goal Posts				
	i. Removal		292.50	GST	A
	ii. Installation		292.50	GST	A
l.	Group Fitness Trainers/Personal Trainers				
	i. Casual Hirer (1 session with duration of up to 2 hours)		38.70	GST	A
	ii. Group Fitness Training (Program of up to 6 weeks duration, limited to 18 participants)		292.50	GST	A
m.	Group Fitness Trainers/Personal Training (1 Trainer and up to 4 Clients per session)				
	i. 12 month Licence		117.00	GST	A
n.	Group Fitness Trainers/Personal Training (1 Trainer and up to 18 Clients per session)				
	i. 12 month Licence		1,220.50	GST	A
o.	Schools - refer to item 22a				
p.	Trade waste				
	i. Per bin including empty (max 1.5m3)		112.00	GST	A
CASUAL HIRERS - CATEGORY 1					
a.	Hire half day		129.00	GST	A
b.	Hire full day		257.00	GST	A
c.	Hourly rate		38.70	GST	A
d.	Markets/Carnivals/Fetes/Fairs/Corporate - Category 1		748.50	GST	A
REGULAR HIRERS - CATEGORY 1					
a.	Hire half day		80.00	GST	A
b.	Hire full day		150.00	GST	A
c.	Hourly rate		25.00	GST	A
CASUAL HIRERS - CATEGORY 2					
a.	Hire half day		112.00	GST	A
b.	Hire full day		223.00	GST	A
c.	Hourly Rate		32.00	GST	A
d.	Markets/Carnivals/Fetes/Fairs/Corporate - Category 2		617.50	GST	A
REGULAR HIRERS - CATEGORY 2					
a.	Hire half day		70.00	GST	A
b.	Hire full day		130.00	GST	A
c.	Hourly rate		20.00	GST	A
PARKS AND RESERVES (including Botanic Gardens)					
a.	Formal functions (Weddings, christenings, etc)		80.00	GST	A

INFRASTRUCTURE

FEE / CHARGE		ADDITIONAL DETAILS / CHARGES	2015/16 GST INCLUSIVE	GST	PRICE CATEGORY
b.	Hourly rate		25.75	GST	A
c	Bonds		200.00	Exempt	E
d	Casual Hirers Insurance (if required - refer item 14)				
e.	Community Fundraising Events	No charge, bond still payable.	-	-	-
f.	Casual Hire - full day hire		165.00	GST	A
APPIN AIS SPORTSGROUND (Category 1) also refer to "General" above					
a.	Seasonal Hirers (six months, April to Sept, Oct to Mar)				
	i. Season Hire - Soccer		1,030.00	GST	A
	ii. Season Hire - Cricket		630.50	GST	A
	iii. Netball per season (includes lighting)		273.00	GST	A
b.	Clubhouse Hirers (Clubhouse only)				
	Community Groups				
	i. Bond		200.00	Exempt	E
	ii. Hire Per Hour		8.75	GST	A
	iii. Functions		112.00	GST	A
c.	Regular Hirers				
	i. Bond		400.00	Exempt	E
	ii. Hire Per Hour		11.35	GST	A
	iii. Functions		147.50	GST	A
d.	Casual Hirers (Wollondilly Residents)				
	i. Bond		400.00	Exempt	E
	ii. Hire Per Hour		14.45	GST	A
	iii. Functions		205.00	GST	A
e.	Casual Hirers (Non-Residents)				
	i. Bond		400.00	Exempt	E
	ii. Hire Per Hour		21.70	GST	A
	iii. Functions		363.50	GST	A
APPIN PARK (Category 2) also refer to "General" above					
a.	Seasonal Hirers (six months, April to Sept, Oct to Mar)				
	i. Hire per season		721.00	GST	A
BARGO SPORTSGROUND (Category 2) also refer to "General" above					
a.	Seasonal Hirers (six months, April to Sept, Oct to Mar)				
	i. Hire per season		721.00	GST	A
	ii. Bargo 1st Scouts group - hire per season		309.00	GST	A
DOUGLAS PARK SPORTSGROUND (Category 1(b)) also refer to "General" above					
a.	Seasonal Hirers (six months, April to Sept, Oct to Mar)				
	i. Club fee per season		1,030.00	GST	A
b.	Community Groups				
	i. Bond		200.00	Exempt	E
	ii. Hire half day		65.00	GST	A
	iii. Hire full day		130.00	GST	A

FEE / CHARGE		ADDITIONAL DETAILS / CHARGES	2015/16 GST INCLUSIVE	GST	PRICE CATEGORY
	iv. Hourly rate		18.55	GST	A
c.	Floodlights				
	i. Seasonal hirer's annual fee		257.00	GST	A
	ii. Seasonal hirer's electricity charges	At cost.	-	GST	A
d.	Netball Courts				
	i. Season Hire of Netball Courts		312.50	GST	A
	ii. Netball courts per hour		12.00	GST	A
DUDLEY CHESHAM (Category 2) also refer to "General" above					
a.	Seasonal Hirers (six months, April to Sept, Oct to Mar)				
	i. Senior Rugby League, Junior Rugby League		721.00	GST	A
	ii. Cricket per season		438.50	GST	A
	iii. Netball per season		322.00	GST	A
b.	Annual Hirers				
	i. Pony Club		630.50	GST	A
	ii. Tennis/Macarthur Astronomical Society		112.00	GST	A
	iii. Individual Rider with one horse in Pony Club area		124.00	GST	A
c.	Casual Hirers - Category 2				
	i. Dudley Chesham Pony Club Area	Individual Rider with one horse (per day)	11.35	GST	A
HUME OVAL (Category 1) also refer to "General" above					
a.	Seasonal Hirers (six months, April to Sept, Oct to Mar)				
	i. Hire per season		1,030.00	GST	A
	ii. Tennis club		642.50	GST	A
PICTON SPORTSGROUND (Category 1)					
	also refer to "General" above				
a.	Seasonal Hirers (six months, April to Sept, Oct to Mar)				
	i. Senior player per season		10.00	GST	A
	ii. Junior player per season		7.00	GST	A
TAHMOOR SPORTSGROUND (Category 1) also refer to "General" above					
a.	Seasonal Hirers (six months, April to Sept, Oct to Mar)				
	i. Hire per head per user group		10.00	GST	A
	ii. Hire per head per user group (Juniors)		7.00	GST	A
TELOPEA PARK (Category 3) - TRAINING ONLY					
a.	Seasonal Hirers (six months, April to Sept, Oct to Mar)				
	i. Season Hire		397.50	GST	A
b.	Casual Hirers				
	i. Hire half day		100.00	GST	A
	ii. Hire full day		199.00	GST	A
	iii. Hourly rate		35.05	GST	A
c.	Floodlights				
	i. Casual hirer per hour		77.00	GST	A

INFRASTRUCTURE

FEE / CHARGE		ADDITIONAL DETAILS / CHARGES	2015/16 GST INCLUSIVE	GST	PRICE CATEGORY
	ii. Seasonal hirer per hour		77.00	GST	A
d.	Markets/Carnivals/Fetes/Fairs/Corporate				
	i. Hire		490.50	GST	A
THIRLMERE SPORTSGROUND (Category 1) also refer to "General" above					
a.	Seasonal Hirers (six months, April to Sept, Oct to Mar)				
	i. Winter Touch Football per season		1,298.00	GST	A
	ii. Netball per season		329.00	GST	A
	iii. Senior Rugby League per season		2,472.00	GST	A
	iv. Junior Rugby League per season		2,678.00	GST	A
b.	Greyhound Track				
	i. Annual Licence fee		759.00	GST	A
c.	Clubroom Hirers (former Gymnasium)				
	Community Groups				
	i. Bond		200.00	Exempt	E
	ii. Hire Per Hour		9.10	GST	A
	iii. Functions		108.50	GST	A
	Regular Hirers				
	i. Bond		400.00	Exempt	E
	ii. Hire Per Hour		11.85	GST	A
	iii. Functions		147.00	GST	A
	Casual Hirers (Wollondilly Residents) hires 10 or less times per year				
	i. Bond		400.00	Exempt	E
	ii. Hire Per Hour		15.00	GST	A
	iii. Functions		206.00	GST	A
	Casual Hirers (Non Residents)				
	i. Bond		400.00	Exempt	E
	ii. Hire Per Hour		21.70	GST	A
	iii. Functions		363.50	GST	A
VICTORIA PARK (Category1) also refer to "General" above					
a.	Seasonal Hirers (six months, April to Sept, Oct to Mar)				
	i. Season Hire		1,030.00	GST	A
WARRAGAMBA SPORTSGROUND (Category 2) also refer to "General" above					
a.	Seasonal Hirers (six months, April to Sept, Oct to Mar)				
	i. Season hire		721.00	GST	A
	ii. Netball Season hire		322.00	GST	A
b.	Clubhouse Hirers (Clubhouse only)				
	Community Groups				
	i. Bond		200.00	Exempt	E
	ii. Hire Per Hour		9.10	GST	A
	iii. Functions		112.00	GST	A
	Regular Hirers				
	i. Bond		400.00	Exempt	E

FEE / CHARGE		ADDITIONAL DETAILS / CHARGES	2015/16 GST INCLUSIVE	GST	PRICE CATEGORY
	ii. Hire Per Hour		11.90	GST	A
	iii. Functions		147.00	GST	A
	Casual Hirers (Wollondilly Residents)				
	i. Bond		400.00	Exempt	E
	ii. Hire Per Hour		15.00	GST	A
	iii. Functions		206.00	GST	A
	Casual Hirers (Non Residents)				
	i. Bond		400.00	Exempt	E
	ii. Hire Per Hour		21.65	GST	A
	iii. Functions		363.50	GST	A
	c. Schools - refer to item 22a				
	d. Markets/Carnivals/Fetes/Fairs/Corporate				
	i. Hire		619.00	GST	A
	WARRAGAMBA WATER BOARD OVAL (Category 1) also refer to "General" above				
	a. Seasonal Hirers				
	i. Season hire		1,030.00	GST	A
	WILLIS PARK (Category 2) also refer to "General" above				
	a. Seasonal Hirers (six months, April to Sept, Oct to Mar)				
	i. Season hire		721.00	GST	A
	ii. Netball per season		322.00	GST	A
	WILTON RECREATION RESERVE (Category 2) also refer to "General" above				
	a. Seasonal Hirers (six months, April to Sept, Oct to Mar)				
	i. Season hire		721.00	GST	A
	ii. Netball courts per hour		11.85	GST	A
	b. Markets held outside of Sportsground in Reserve	per stallholder - payable by Market Organiser	10.00	GST	A
23.	TENNIS COURTS per hour				
	a. Tennis Court Hire - Casual Requiring Lights	per hour	16.00	GST	A
	b. Tennis Court Hire - Casual Not Requiring Lights	per hour	12.40	GST	A
	c. Tennis Court Hire - Permanent Booking (3 months minimum) Requiring Lights	per hour	14.45	GST	A
	d. Tennis Court Hire - Permanent Booking (3 months minimum) Not Requiring Lights	per hour	11.35	GST	A
24.	TRAFFIC COUNTS				
	a. Supply of information only to first site (min)		128.00	GST	C
	b. Additional sites (per site)		53.10	GST	C
	c. Hire of Traffic Counter (Classifier) per week or part thereof (includes relevant printed data output)		456.50	GST	C
	d. Traffic Counts - refundable bond		500.00	Exempt	E
25.	WARRAGAMBA NEIGHBOURHOOD CENTRE				
	a. Neighbourhood Centre/per week		129.00	GST	A
	b. Craft Cottage/per week		103.00	GST	A

INFRASTRUCTURE

FEE / CHARGE		ADDITIONAL DETAILS / CHARGES	2015/16 GST INCLUSIVE	GST	PRICE CATEGORY
26. WARRAGAMBA SWIMMING POOL					
a.	Children (under 3 years)			GST	A
b.	Children (attending school)		3.10	GST	A
c.	Adults and children not attending school		3.50	GST	A
d.	Family		12.90	GST	A
e.	Spectator fee		2.30	GST	A
f.	Season Pass - Family		304.00	GST	A
g.	Season Pass - Adult		185.00	GST	A
h.	Season Pass - School Children		154.50	GST	A
i.	Group		2.90	GST	A
j.	Swimming Club Night (one per week excluding Saturday, Sunday and Public Holidays)		2.90	GST	A
NOTE: The Operator is not required at any time to issue pass-outs.					
27. WOLLONDILLY LEISURE CENTRE					
Refer 4677 1251 or http://www.wollondilly.leisurecentre.com.au					



WORKS PROGRAM

WOLLONDILLY SHIRE COUNCIL WORKS PROGRAM

FOR THE 4 YEARS ENDING 30 JUNE 2019

2015/16 Major Works Program

	Total Estimate	Funding Source				
		General Revenue	SRV	Grant	Dev Contrib	Res Cash
TRANSPORT						
Major Roads & Bridge Works						
Pavement Reconstruction Program	3,802,191	990,000	1,159,000	1,473,191		180,000
Heavy Patching / Reseal Program	300,000	300,000				
Unsealed Roads Program	174,000			174,000		
Kerb & Gutter Program	225,000	75,000	150,000			
Footpaths & Cycleways Program*	452,000	133,000	100,000	94,000		125,000
Bus Shelter Program	272,250	15,000		257,250		
Road Safety Improvement Program	300,000			300,000		
Other Road Projects*	3,570,000	370,000			3,200,000	
OPEN SPACE						
Open Space Projects*	1,147,000		250,000		500,000	397,000
BUILDINGS						
Building Renewal Program*	2,720,000	50,000	150,000	200,000	900,000	1,420,000
PLANT & FLEET						
Plant Fleet Purchases*	542,000					542,000
Car Fleet Purchases	100,000					100,000
STORMWATER DRAINAGE						
Stormwater Improvement Program	183,000					183,000
TOTAL 2015/16	13,787,441	1,933,000	1,809,000	2,498,441	4,600,000	2,947,000

* includes projects deferred from prior years

WOLLONDILLY SHIRE COUNCIL WORKS PROGRAM

FOR THE 4 YEARS ENDING 30 JUNE 2019

2016/17 Major Works Program

	Total Estimate	Funding Source				
		General Revenue	SRV	Grant	Dev Contrib	Res Cash
TRANSPORT						
Major Roads & Bridge Works						
Pavement Reconstruction Program	4,962,595	1,119,000	2,926,000	737,595		180,000
Heavy Patching / Reseal Program	300,000	300,000				
Unsealed Roads Program	175,000			175,000		
Kerb & Gutter Program	275,000	75,000	200,000			
Footpaths & Cycleways Program	310,000	135,000	150,000	25,000		
Bus Shelter Program	15,000	15,000				
Road Safety Improvement Program	300,000			300,000		
Other Road Projects	2,650,000				2,650,000	
OPEN SPACE						
Open Space Projects*	2,900,000		300,000		2,600,000	
BUILDINGS						
Building Renewal Program	250,000	50,000	200,000			
PLANT & FLEET						
Plant Fleet Purchases	200,000					200,000
Car Fleet Purchases	100,000					100,000
STORMWATER DRAINAGE						
Stormwater Improvement Program	185,000					185,000
TOTAL 2016/17	12,622,595	1,694,000	3,776,000	1,237,595	5,250,000	665,000

* includes projects deferred from prior years

WOLLONDILLY SHIRE COUNCIL WORKS PROGRAM

FOR THE 4 YEARS ENDING 30 JUNE 2019

2017/18 Major Works Program

	Total Estimate	Funding Source				
		General Revenue	SRV	Grant	Dev Contrib	Res Cash
TRANSPORT						
Major Roads & Bridge Works						
Pavement Reconstruction Program	7,426,000	1,502,000	4,972,000	772,000		180,000
Heavy Patching / Reseal Program	300,000	300,000				
Unsealed Roads Program	175,000			175,000		
Kerb & Gutter Program	325,000	75,000	250,000			
Footpaths & Cycleways Program	361,000	136,000	200,000	25,000		
Bus Shelter Program	15,000	15,000				
Road Safety Improvement Program	300,000			300,000		
Other Road Projects	-					
OPEN SPACE						
Open Space Projects	350,000		350,000			
BUILDINGS						
Building Renewal Program	300,000	50,000	250,000			
PLANT & FLEET						
Plant Fleet Purchases	200,000					200,000
Car Fleet Purchases	100,000					100,000
STORMWATER DRAINAGE						
Stormwater Improvement Program	187,000					187,000
TOTAL 2017/18	10,039,000	2,078,000	6,022,000	1,272,000	-	667,000

WOLLONDILLY SHIRE COUNCIL WORKS PROGRAM

FOR THE 4 YEARS ENDING 30 JUNE 2019

2018/19 Major Works Program

	Total Estimate	Funding Source				
		General Revenue	SRV	Grant	Dev Contrib	Res Cash
TRANSPORT						
Major Roads & Bridge Works						
Pavement Reconstruction Program	9,366,000	1,535,000	6,879,000	772,000		180,000
Heavy Patching / Reseal Program	300,000	300,000				
Unsealed Roads Program	175,000			175,000		
Kerb & Gutter Program	375,000	75,000	300,000			
Footpaths & Cycleways Program	413,000	138,000	250,000	25,000		
Bus Shelter Program	15,000	15,000				
Road Safety Improvement Program	300,000			300,000		
Other Road Projects	-					
OPEN SPACE						
Open Space Projects	400,000		400,000			
BUILDINGS						
Building Renewal Program	500,000	50,000	450,000			
PLANT & FLEET						
Plant Fleet Purchases	200,000					200,000
Car Fleet Purchases	100,000					100,000
STORMWATER DRAINAGE						
Stormwater Improvement Program	188,000					188,000
TOTAL 2018/19	12,332,000	2,113,000	8,279,000	1,272,000	-	668,000

PRODUCTIVITY IMPROVEMENTS & COST CONTAINMENT STRATEGIES

If Council is seeking higher rate payments from our community, it is understandable that our community expects in return from us to be as efficient and effective as possible – to use our resources wisely. Being an efficient and effective Council is a core focus of Council and will continue to be central to the way we do business given our financial challenges ahead.

Efficiency is about doing more for less and effectiveness is about working smarter, so you can think of efficiency as “doing the thing right” and effectiveness as “doing the right thing”.

After years of rate-pegging Wollondilly has, by necessity, needed to constantly improve its efficiency. To achieve continuous quality improvement and a “best-practice” approach to all of our operations, Council keeps abreast of new knowledge, techniques and developments related to our industry. We continually review the ways our services are conducted and we have implemented a wide range of initiatives to ensure we use resources wisely. These include:

BUDGET PROCESS

Council’s annual budget process places a high level of focus on minimising increases to expenditure budgets for existing services. This has been the case for a number of years and has compelled budget managers to continually identify savings within their areas of control in order to maintain service levels.

PROCUREMENT PRACTICES

Electricity Contract

Entered cooperative contracts with other Councils (through Local Government Procurement) for energy supply for large and small sites and street lighting, which delivered energy cost savings. Entering a further round of new energy contracts, which on preliminary assessments will further reduce future costs (additional to any carbon price reductions).

Insurance Premium Saving

Reduced Property and Public Liability insurance premiums through a Request for Proposal (RFP) process with some savings being kept to cover under excess claim costs and the balance being available as organisational savings

Panel Contracts

The works department has created and built strong relationships with suppliers. We operate several panel contracts including: plant hire, material supply, civil works (kerb & gutter, footpath, asphalt, spray seal). The creation of these formal panel contracts has resulted in substantial time efficiencies for people delivering projects. Under Council adopted policy for works over \$5000 it

is necessary to obtain at least three written quotations. Under the panel contracts, potential contractors offer legally binding rates which cover a period of up to 2 years. Therefore Council meets its responsibilities under probity regulations and also has an efficient way of getting work done.

Council’s current panel contracts have been written and administered internally by the Works department. To ensure that the supply contracts offer both cost and time savings, we have benchmarked these panel contracts against other Councils and also purchasing organisations (such as MACROC). In these reviews it was found that the way in which we have written and administer our contracts led to rates that were either comparable or better than those offered to other organisations.

AUDIT COMMITTEE

Council established an Audit Committee in 2010.

The membership of the committee comprises of two external representatives and two Councillors. The chair of the committee is an external representative.

The Audit Committee works with the Internal Auditor to develop a risk based strategic audit plan.

The plan targets areas of high risk to examine processes and the controls implemented to reduce risk.

The risk types considered in the plan include:

- Financial - Risks that impact revenue, expenses, assets, liabilities, reserves
- Legal and Regulatory - Risks that impact compliance with or enforcement of various legislation and regulatory requirements
- Human - Risks that impact staff wellbeing, working conditions and the working environment
- Business Disruption - Risks that impact on Council’s ability to deliver services to the community
- Environment - Risks that impact the natural environment
- Reputation – Risks that have an impact on Council’s reputation
- Strategic - Risks that impact the development and execution of mid to long term plans

The Audit committee in addition to considering the audit plan also carries out a regular review of the Special Rate Variation outcomes monitoring both the financial and physical progress, probity planning, relevant policies, business continuity planning and testing as well as reviewing Council’s financial reporting.

The range of matters the committee considers will assist Council in responding to recommendations as outlined in the Independent Local Government Review Panels recommendation for internal and performance auditing.

ENERGY EFFICIENCIES

Replacement of the Administration Centre air conditioning plant (at the end of its useful life) with a new energy efficient system with reduced operating costs.

Installed solar tube lighting and 60,000 litre water tanks at the Community Nursery = reduced water use fees and power costs.

Undertaken Power and water use audits of Council buildings = Baseline information for Council infrastructure projects to improve power and water efficiency and develop Water and energy Use Plans.

Including sustainability principles into new building design eg Library refurbishment = reduced power and water usage in new or retrofitted facilities.

Reviewed irrigation systems and operations at Council sportsgrounds = reduced water usage at Council facilities.

INFORMATION TECHNOLOGY

- Energy efficiency and environmental impact now have significant weighting in the selection of new technologies. During a recent PC replacement, ultra small form factor units were chosen due to the very low power consumption of each device. For the data centre refresh, blade technology was chosen due to the significant power saving and reduced ongoing costs.
- A pull print system has been implemented across the entire organisation requiring each user to manually release print jobs at the printer with any unreleased jobs cleared at the end of each day. This has had a massive reduction in wasted paper and costs associated with toner and servicing.
- Wollondilly Shire Council has enabled online development application enquiries. This enables improved access for our customers as well as reducing the volume of people visiting the customer service area in the administration building. By reducing this traffic we have reduced the time demands on our customer service staff.
- We have begun work on connecting into the NBN Co fibre network. Upon completion this will enable WSC to have access to drastically improved Internet access at a fraction of the current internet costs. NBN Co Fibre also allows WSC to investigate online hosted services which could enable further savings.
- Working closely with our governance department, we have implemented an online delegations register system to replace the old manual excel based register. The online system requires far less maintenance and is less reliant on one individual to update the system. Being an online system it also provides simplified access to information when required.
- Working with our partners, WSC is progressing to replacing paper based systems with mobile electronic devices. This shift greatly reduces the time taken for paperwork and administration as well as providing access to relevant information on demand. As technology improves we will be able to provide greater access to data at less cost.
- With the implementation of the State Government's Electronic Housing Code project, WSC has enabled our community to lodge complying development certificates online. This provides easier access to Council for the public as well as reduces demand on Council resources and staff.

SERVICE REVIEW + PROCESS IMPROVEMENTS

Over the past 4 years Wollondilly Shire Council has continually reviewed the services it provides and looked for ways to improve the processes which deliver the services. The process improvements and identified efficiencies have been listed under each of the Five Focus areas contained in Council's Community Strategic Plan.

Community

Committees review

Council undertook a comprehensive review of all of its advisory committees in late 2013 and early 2014. This resulted in a reduced number of committees and a more streamlined approach to the coordination and reporting of those committees. The frequency of many committees was reduced from monthly to quarterly

Mobile Library

Council launched its new mobile library service in November 2013. The service has been nominated as a finalist in the South West Sydney Business Chamber Awards under the category of "Excellence in Innovation". Compared to our previous service, the new service reaches more villages, attracts more patrons and has seen an increase in loans/borrowings. And all this has been achieved without having to increase the operating costs of the service.

Community engagement through social media

Council is increasingly engaging with our community through social media and online surveys and online engagement processes. The avenues of communication are highly effective and cost efficient.

Actively seeking grant funding

Council's Community Services Team actively pursues grant funding opportunities and continues to be very successful at attracting grants to fund a wide range of community projects and programmes

Governance

Land dealings

Council actively source options that would benefit the Council in land dealings:- acquisitions, land dedication, disposal, easements, development and or value added activities, investments, public partnerships, care and control, lease and licence.

Council monitors internal processes when dealing with land to ensure Council activities are in accordance with Acts, Regulations, Policies, Procedures and the Code of Conduct.

A data base has been created to record and track property items presented to the Land Property Panel for the Minutes and Agenda.

149 Certificates

Council has seen an increase in income for applications for 149 Certificates. The additional demand has been achieved without an increase in staff. It is perceived that the number of applications will increase largely due to the proposed population expansion. WSC

will be moving towards Online 149 Certificates and is working with its software provider to complete the upgrade of their current online system; envisaged by the end of 2014. This will assist with the increased number of 149 certificates Council are currently receiving and will provide more efficient customer service

GIPAA Access

Since 2010/11 there has been an increase in Formal GIPAA requests. This increased workload has been achieved with no additional staffing.

Geographic Information System (GIS) and Land Information System (LIS)

Efficiencies have been gained in the cadastral updates by leveraging Electronic Eplans to produce the new proposed subdivision layer. Through the Eplan process we allocated provisional addresses for new lots in subdivisions to prepare for a seamless plan registration process. The Draft Planning Proposal Attributes Code process was streamlined resulting in a fifty per cent reduction of time required to complete the task. An automated data update process has been implemented with Land & Property Information to provide the organisation with the most current spatial information. This is important as the area experiences continuous change in road reserve and property boundaries. This is also a step toward integrated data at the local government and state level.

Environment

Reviewed and updated Domestic Waste Collection invoicing system = reduction in accounting discrepancies due to daily changes in bin services.

Reviewed and changed illegal dumping collection processes = reduced costs of collection, increased recycling therefore reduced landfilling and decreased interruptions to plant and machinery work schedules.

Reviewed and updated landfill fees, particularly commercial disposal fees = a more equitable and resident focussed fee system and increased landfill life.

Developed a Sustainable Procurement Plan for Council = increased emphasis on products with regard to resource use, longevity and disposal options.

Continued initiatives of Team Leaders Connect and Sustainadilly Team to improve Council's sustainability practices = Cross section sustainability initiatives reduce Council's carbon footprint, power costs, waste costs and water usage Including sustainability principles into new building design e.g. Library refurbishment = reduced power and water usage in new or retrofitted facilities.

Produced digital bushfire risk mapping for the shire including Council roadsides and reserves and placed these maps on Council's website = reduced phone or personal enquiries regarding bushfire risk and easy access for residents to that information.

Commenced using new tree assessment tool / process when

assessing trees for safety and health = quicker, more efficient and effective assessment of trees in the field.

Simplified Tree Removal Request process to allow conforming trees to be removed with minimum Council processing e.g. electronic applications = quicker, more efficient and effective tree removal process for residents and staff.

Instigation of multi inspections and Trimble GPS system regarding vegetation management = more effective use of site visits and inspections by Council staff with digital information capture.

Secured external funding to undertake Council projects in bushland management, weed control, bushfire hazard reduction, environmental education and waste minimisation = Increasing external contributions for resources for projects by around \$500,000 for environmental projects.

Reviewed irrigation systems and operations at Council sportsgrounds = reduced water usage at Council facilities.

Reviewed and rescheduled areas of Council's village maintenance activities = more efficient use of Council resources and better outcomes of works

Economy

Improvements to software to increase efficiency in the processing of applications including commencement of Electronic Housing Code which enables the receipt, processing, stamping and sending of complying development applications electronically. Provision of a 'drop box' facility to reduce time and increase efficiency in the referral of application process to external bodies; Installation of trapeze program, improvements in mapping e.g. swimming pool and fire safety layers and installation of dual monitors;

A Success Management Program has commenced which has included consultation with a variety of external stakeholders including developers and government agencies on ways to refine the development assessment processes. There have been changes to streamline the subdivision certificate release process;

Proposed Future Improvements:

Review of current information technology to progressively improve delivery of services in order to assist with the improvement of efficient development assessment and strategic planning services;
A review of policies including 'Application Determination Policy' and Council's policy framework in general to identify key issues of policy contents that represent significant gaps or are out-dated and/or not capable of implementation, thereby providing more efficient development assessment processes and judgements;

Review and documentation of a process of case/project management responsibilities of planning and building surveyor staff to ensure that applications assigned to a particular officer proceed when a staff member is on leave;

Review and development of documentation and procedures on the lodgement of development applications to improve the quality of applications received and reducing the need to request additional information. These improvements to include the development of a model development application for particular types of applications and a policy for pre lodgement meetings; Review of standard letters and re-cast into plain English and more 'customer friendly' language.

Infrastructure

Since 2010, Council has progressively improved its asset information (inventory and condition data) to make better decisions on relative priorities and ensuring that Council's limited funds were allocated more efficiently and ensuring that future maintenance costs are minimised by undertaking preventative maintenance, rather than just undertaking reactive maintenance. This also ensured that the assets that the community uses, such as playgrounds, footpaths and community facilities, were safer and provided a better experience for the users.

Asset information is now collected at subdivision stage in a standard electronic format to make it easier for this information to be collected and to be uploaded into Council's asset system. This improves the quality of the information, reduces staff time in processing the information, and enables Council to better cope with future growth.

Council has completed its Open Space, Recreation and Community Facilities strategy to better identify community priorities for improved facilities.

Council now has improved processes for the acceptance of new open space lands to ensure that they are better suited for community use, are not encumbered by constraints such as flooding, and maintenance costs into the future are contained.

Proposed future improvements:

Council has commenced the second stage of its asset management improvement program by undertaking additional condition assessments on various assets, and preparing and updating its asset management plans, to further improve how Council's limited asset maintenance funds are allocated.

A Success Management Process is in progress within the IP section to improve its performance in the services it provides to its customers, both internal and external.

Maintenance Budget

The maintenance budget for all Roads Infrastructure for the last 4 years is as follows

Year	Budget	Change from Previous Year	CPI
2011-2012	\$3,718,633	13%	3.5%
2012-2013	\$3,442,726	-7%	1.2%

2013-2014	\$3,304,706	-4%	2.4%
2014-2015	\$3,321,097	0.5%	Estimated 2.9%

CPI source: ABS

The above table shows that with the exception of 2011-2012 the road Maintenance budget has not increased or kept pace with inflation. Despite this lack of growth, the CRM's completion rate has remained at a constant 90% per annum. In addition, the staff number within the division has remained constant.

Change to Staff Roles

The number of staff in the works department has remained relatively constant (at approx. 65). However, staff roles and jobs within the department have changed.

Reach Arm Crew

The reach arm mower crew was created from a general maintenance crew. Although there is a significant need for general maintenance across the shire, the creation of a crew predominantly undertaking reach arm activities has addressed a significant amount of vegetation issues across the shire. In addition, much of this work is funded through RFS grants which frees up Council maintenance funds for other items (plant, materials).

Civil Construction Crews

Prior to 2009 the works department used contractors to undertake the majority of Council's drainage and concrete construction. However, as staff have retired we have used these vacancies to obtain additional skills and abilities within the section. This has included two crews that can undertake both drainage and concrete work. Since having these two crews, Works is able to undertake all of our concrete works internally. This has resulted in a substantial cost saving.

Resource Flexibility/Succession Planning

As existing staff members have retired or left Wollondilly Shire Council, we have been actively seeking to change positions to better share skills and abilities and also sharing resources. For example:

- Roller Operator – Roller Operator/Trainee Grader Operator (2 positions)
- Assistant Surveillance Officer – Assistant Surveillance & Signage Officer (position shared between 2 crews)

New Plant and Machinery

Works has actively been trialling, investigating and implementing new technologies and plant items that have resulted in greater productivity and or lower costs.

Paveliner

Council operates a pave liner truck to undertake repairs on Council's extensive road network. This machine is purpose built to fill potholes, correct road surface defects and respond to maintenance requests. Prior to the introduction of this machine, potholes and road defects were corrected by hand, a considerably slower process – up to 4 times slower. The average cost to address

an average pothole with the pave liner is between \$10-\$15. The cost to fill a pothole by hand would be \$40 and would place staff at considerably more risk from traffic. In 2013/14 Council spent \$598,000 on bitumen patching across the shire. This equates to around 39,400 potholes being repaired.

New Technology

Council and the Works Department (with assistance from IT) has implemented several new technologies to improve efficiencies. This has included:

- Introduction of iPads for Superintendents in field: Provides access to email, camera, internet
- Introduction of new Signage Work Management System: Custom App used to track and monitor signage work in the field.

Facebook (Free Social Media/Advertising/Notification)

To show the community the projects which the Works Department is involved in, we post daily updates to Council's facebook page. In addition to letting the community know what we achieve, we also use this medium to advise the community of issues such as the closure of roads (flooding etc) and limit their inconvenience. As the community becomes more involved with social media, the use of facebook may replace paid notifications such as printed paper etc.

Heavy Patching

Prior to 2011 Heavy Patch repairs were undertaken in an ad hoc manner with varying degrees of success. Since 2011, we have implemented a documented and recorded program for this work across the shire. This includes:

- A standard/specification of the work
- A record of all the outstanding patches detailing cost to complete
- A record of all of the completed works

This record of work allows us to complete the highest priority works and because the work has been standardised the success rate has increased dramatically. Since implementing the standardised heavy patch we have not had to undertake rework on the same patch.

Geotechnical Investigations

With the assistance of Infrastructure Planning, we have been obtaining accurate geotechnical investigations before we reconstruct/build roads. These investigations are undertaken by a qualified geotechnical engineer whom recommends the best and most efficient method of completing the project.

SUCCESS MANAGEMENT PROGRAM

Success Management Program for "Continual Improvement" Wollondilly Shire Council (through the Executive Team) has been proactive with the Success Management Program (SMP). SMP is Council's program aimed at refocusing on our values, culture and effectiveness of Council's business operations through our people, processes, performance and plans.

Council has initiated SMP for the following major reasons:

- Respond to significant growth – a projected population increase from 45,000 to potentially as high as 140,000 is anticipated over

the next 25 to 30 years. Wollondilly Shire is a major growth sector in the Sydney metropolitan region and therefore the Council has consequent high level responsibilities.

- Customer Service - drive to improve organisational values and management to underpin on-going improvement in the delivery of customer service; external and internal.
- Resource constraints - human and financial. Quality systems and processes are crucial to maximise efficiency, effectiveness, flexibility and performance.
- Working relationships, perceptions and complaints – as with many Councils, improved working relationships with applicants, the community and other Council sections are needed.
- Performance issues – looking at staff workloads, prioritisation of work and the use of current resources to achieve outcomes.

Success Management Programs commenced from January 2014:

Project 1 – Planning Services, Seeking to:

- improve upon development application assessment timeframes
- enhance the communication between applicants and professional staff
- improve the understanding of environmental planning instruments, Council's Development Control Plan, contributions plan and policies
- simplify Council's Development Control Plan and correspondence relating to Development Applications
- ensure staff have less frustration with their day to day work

Project 2 – Infrastructure Planning, Seeking to:

Responsibly manage and enhance the Community's Built Environment (Roads, Drainage, Traffic, Buildings, Parks and Recreation) through teamwork, technical knowledge and communication, focusing on current and future customer needs.

Project 3 – General Manager, Seeking to:

Develop our staff and resources to deliver fast, accurate and positive services for our customers.

Sub -Project 3.18 – Council's Guidelines for Development Applications and Complying Development Certificates.

Seeking to:

Comprehensively review and increase promotion of Council's guidelines for lodgement of DAs & CDC and improved procedures to be established for pre-lodgement consultation.

Project 4 – Professional Leadership, Seeking to:

- achieve high performance leadership
- lead as a cultural change coach
- be effective & efficient in professional management

Success Management Staff Well-Being Program

Seeking to:

Offer staff a range of activities for staff well-being

* Recent 6 Week Program included stretch & move classes and Yoga classes.

Project 5 – New – Corporate Communication Space





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Web: www.wollondilly.nsw.gov.au

Customer Requests: 02 4677 1143

(Customer Requests includes maintenance, road works, filming applications, etc.)

Office Hours:

Monday - Friday 8.00am to 4.00pm

Phone Enquiries:

Monday - Friday 8.00am to 4.30pm

Emergency enquiries:

Please call 02 4677 1100 - 24 hours