

WOLLONGONG CITY COUNCIL

# ANNUAL REPORT

2018 - 2019

**ATTACHMENT D:**  
ADDITIONAL LOCAL  
GOVERNMENT ACT  
REQUIREMENTS



# CONTENTS

## Requirements as per Act (section 428)

*Wollongong City Council 2018-19 Annual Report was produced to comply with the Local Government Act 1993 (section 428) and the Local Government (General) Regulation 2005 (clauses 132, 217 and 224). The following information is a requirement under the Act to include in a council's annual report.*

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# Special Variation of Rating Income

Local Government (General) Regulation S508(2) s508(a)

The tables below outline how the total amount of the rating increase has been allocated and expended during the 2018-19 financial year, in accordance with Council's financial sustainability program.

Capital Program Related to Special Rate Variation (SRV)					
30 June 2019					
SRV Renewal Program	Base Revenue	Allocation of SRV Revenue	Base + SRV	Total Renewal Actuals Expenditure of Revenue Funding	Difference of Expenditure to Base + SRV
	\$	\$	\$	\$	\$
Public Transport – Bus Shelters	225,000	98,000	323,000	206,806	(116,194)
Roadworks – Resurfacing	1,250,000	1,960,000	3,210,000	3,852,162	642,162
Roadworks – Road Reconstruction	4,760,000	4,517,000	9,277,000	8,376,915	(900,085)
Bridges, Boardwalks and Jetties	720,000	490,000	1,210,000	436,035	(773,965)
Footpaths	1,625,000	4,410,000	6,035,000	9,391,084	3,356,084
Cycle/Shared Paths	640,000	882,000	1,522,000	319,236	(1,202,765)
Car parks	730,000	245,000	975,000	1,366,145	391,145
Community Buildings	8,600,000	5,585,000	14,185,000	10,617,990	(3,567,010)
Public Facilities (Shelters, Toilets etc.)	200,000	314,000	514,000	1,296,193	782,193
Crematoriums/Cemetery Facilities	150,000	49,000	199,000	438,292	239,292
Play Facilities	600,000	529,000	1,129,000	589,454	(539,546)
Recreation Facilities	339,387	470,000	809,387	6,180	(803,207)
Sporting Facilities	70,000	342,000	412,000	78,354	(333,646)
Aquatic Facilities (Pools, etc.)	1,750,000	686,000	2,436,000	2,327,918	(108,082)
<b>TOTAL</b>	<b>21,659,387</b>	<b>20,577,000</b>	<b>42,236,387</b>	<b>39,302,765</b>	<b>(2,933,622)</b>

Council has invested in new infrastructure to cater for population growth within the Wollongong LGA. Examples of this investment in 2018-19 include the construction of:

- new pedestrian crossing facilities
- new footpaths and shared path projects across the city
- new road safety facilities such as roundabout and traffic lights
- new access road to the Wollongong Lawn Cemetery.

Investment in new infrastructure is managed to compliment continued investment in the sustainable renewal of Council's existing asset base.

Council has invested a total of \$11.88 million renewing assets above the rate variation over the previous four years.

The following table provides a comparison of forecast operating result contained in the submission for the Special Rate Variation (SRV) that was approved by Independent Pricing and Regulatory Tribunal (IPART) in June 2014 with the actual result for the year ending 30 June 2019.

Operating Statement Comparison of Special Rate Variation Forecast and Actual 2018-19 30 June 2019			
	SRV \$'000	Actual \$'000	Variation \$'000
<b>Total Revenue</b>	293,268	338,534	45,266
<b>Total Expenses</b>	283,933	286,422	(2,489)
Operating results including capital grants and contributions	9,335	52,112	42,777

Major Variations	\$M
<b>Revenue Variation</b>	
Capital grants received associated mainly with West Dapto Access Strategy projects	27.6
Timing of developer contributions West Dapto Release Area	12.4
Assets contributed to Council by external parties	7.4
City wide and city centre developer contributions timing	4.6
Sale of land from road closures	1.5
Improved revenue trends at tourist parks	1.3
Interest on investments	1.0
Rate income impacted (partly impacted by actual rate peg compared to SRV forecast)	(1.0)
Waste facility and domestic waste management income partly due to lower operating costs and abolition of carbon tax	(11.4)
Other	1.9
<b>Expense Variation</b>	
Waste facility operating costs including EPA levy and carbon tax repeal	16.3
Depreciation expense	3.5
Utility costs	2.3
Loss on disposal of assets - mainly associated with replacement of infrastructure assets with remaining residual values at time of replacement	(6.9)
Valuation of employee long term leave liabilities to reflect current discount rates	(5.2)
Implementation of new financial management information systems platform	(3.4)
Capital expenditure reclassified as operational	(2.4)
Valuation of outstanding worker's compensation claims reflecting broader community valuation trends	(2.0)
Other including additional funded and specific projects	(4.8)
Waste facility operating costs including EPA levy and carbon tax repeal	16.3
<b>Total variation for year ending 30 June 2019</b>	<b>42.8</b>



## Senior Managers Remuneration

As determined by a resolution of Council in July 2017, the General Manager, four directors and 15 senior managers are defined as senior staff under the Local Government Act (sec 332). The remuneration packages of senior staff include the:

- total value of the salary component of the package
- total amount payable by Council by way of the employer contribution or salary sacrifice to any superannuation scheme to which the manager may be a contributor
- total value of any non-cash benefits for which the manager may elect under the package
- total amount payable by Council by way of fringe benefits tax for any such non-cash benefits, and
- total amount of any bonus, performance or other payments that do not form part of the salary package.

Position	Period	Total Value \$
General Manager*	1-07-18 to 30-06-19	391,938
Directors (4) Community Services Corporate Services Infrastructure + Works Planning + Environment	1-07-18 to 30-06-19	1,057,506
Senior Managers (15) Manager Property + Recreation; Manager City Works; Manager Infrastructure, Strategy + Planning; Manager Project Delivery; Manager Open Space + Environmental Services; Manager Library + Community Services; Manager Governance + Customer Service; Manager Finance; Manager Information + Improvement; Manager Community, Cultural + Economic Development; Manager Human Resources ; Manager City Strategy; Manager Development Assessment and Certification; Manager Regulation + Enforcement; General Counsel.	1-07-18 to 30-06-19	2,671,301

\* Change of General Manager – David Farmer ceased employment with Wollongong City Council on 1 February 2019. Greg Doyle General Manager (acting) 1 February 2019 until appointed on 3 June 2019.

## Contracts Awarded

In accordance with Section 428(2)(h) of the Local Government Act 1993 the following is a list of contracts equal to or greater than \$150,000 awarded during the period 1 July 2018 to 30 June 2019 (whether as a result of tender or otherwise):

Tender No.	Name of Contractor	Contract Description	Contract Amount (Excluding GST) \$
T17/32	UNSW Sydney: Water Research Laboratory	Lake Illawarra Entrance Channel Management	543,114.00
T17/40	M&A Lukin	Wollongong Memorial Gardens Front Garden Stage 3	363,308.00
T17/47	Smith Zak Constructions Pty Ltd	Russell Vale Community Hall Project	748,433.00
T17/51	SMEC Australia Pty Ltd	Peer review and construction support services for Helensburgh Landfill Rehabilitation Project	434,517.60
T17/60	Wilsons Consulting Group	Workplace Health and Safety (WHS) Behaviour Program	1,079,500.00
T17/65	Abergeldie Contractors Pty Ltd	West Dapto Access – Fowlers Road to Fairwater Drive – Stages 2 and 3 – Construction of bridge, road and intersection works including service relocation	39,907,718.00
T18/08	Transelect	Mt Keira Power Supply Project	1,093,700.30
T18/09	Simpard Pty Ltd	Supply, install and operation of coin operated laundry equipment at Wollongong City Tourist parks	150,000.00
T18/12	Panel	CCTV inspection and reporting of stormwater pipelines	2,000,000.00
T18/13	Project Coordination	Wombarra Pre School Refurbishment and Retaining Wall	966,999.00
T18/16	Davone Constructions Pty Ltd	Baird Park toilet replacement	189,828.10
T18/17	SRG Services (Australia) Pty Ltd	Market and Kembla Street Carpark	794,482.00
T18/18	Panel	Plant hire tender	Schedule of Rates
T18/21A	Dynamic Civil Pty Ltd	Hennings Lane embankment stabilisation	443,593.00
T18/27	Brefni Pty Ltd	Retaining wall reconstruction – Highway Russell Vale	1,659,986.33
T18/29	Panel	Provision of façade cleaning services to Council	500,000.00
T18/33	SRG Services (Australia) Pty Ltd	Darkes Road culvert repair works	346,328.40
T18/35	CHUBB Fire and Security Pty Ltd	Administration building fire panel replacement	264,900.00
T18/36	Coastwide Civil Pty Ltd	Windang boat ramp retaining wall – Scour protection works	3,444,696.00
T18/37	Rhelm Pty Ltd	Mullet Creek Floodplain Risk Management Study and Plan	164,956.00
T18/38	Stowe Pty Ltd	Sports field lighting and power pole audit	203,037.50
T18/39	Cadifern Civil Pty Ltd	Walker Street, Helensburgh – Water main protection and culvert construction	305,754.54
T18/40	Hillington Close (Trading - Holmwood Group)	Provision of Replacement of Fuel Truck	225,519.00
T18/42	GC Civil Pty Ltd	Replacement retaining walls at Central Road, Unanderra, and Towradgi Beach Surf Life Saving Club car park	486,723.60

Tender No.	Name of Contractor	Contract Description	Contract Amount (Excluding GST) \$
T18/44	Panel Just Better Care Essential Care South Coast Home Health Care Pty Ltd Warrigal Care	Brokerage of Nursing Services – Community services – social support services	450,000.00
T18/49	Radio Cabs of Wollongong Cooperative Society Ltd T/A Illawarra Taxi Network	Provision of transport via taxi vouchers and/or any other type of subsidised transport to Council	650,000.00
T18/51	Dynamic Civil Pty Ltd	Bellambi Rock Pool and Seawall Works	3,187,741.70
T18/52	Select Civil Pty Ltd	Porter Street shareway upgrade	456,556.22
T19/01	Western Earthmoving Pty Ltd	Matron Dunster Park car park and access road upgrade works	151,865.50
T19/06	Dynamic Civil Pty Ltd	Thirroul Pool saltwater intake pipes replacement	876,559.00
T19/08	M & A Lukin	Beaton Park Leisure Centre filter enclosure	186,232.00
T19/09	Western Earthmoving Pty Ltd	Dry Stacked Stone Retaining Wall Replacement - The Grove, Austinmer	168,471.00
T19/11	Donnelley Civil Pty Ltd	Blackman Parade culvert refurbishment	289,272.75
E4436	Dwyers Truck Centre	Purchase of truck	182,711.00
E4741	Glen Ritchie	Murphy's Avenue, Gwynneville, asphalt resurfacing as per design GT15.212-D1, D2 and D3	195,000.00
E5228	Data#3	Microsoft Enterprise Licensing	196,052.52
E5221	Davone Constructions Pty Ltd	Refurbishment of stone shelters at Stuart Park	197,453.30
E5187	Advanced Catering Systems Holdings Pty Ltd	Lease for the operation of Corrimbal Beach Tourist Park Kiosk/Café	220,000.00
W0068	GHD	Harry Graham Drive embankment stabilisation – design	259,950.00
E5182	Austen/Arcadis	Bong Bong Road and Station Street traffic signals	409,531.10
E5113	Squiz Australia Pty Ltd	Web customer experience platform	493,420.00
W0066	SMEC Australia Pty Ltd	Detailed concept design and cost estimate of Northcliffe Drive Extension	592,497.40
E5204	Bucher Municipal Pty Ltd	Supply of four garbage compactor trucks	1,065,339.13
E4946A	Batmac Constructions Pty Ltd	Kembla Terraces – Roof replacement project	1,637,772.38
LE13524	Technology One Limited	Core Business System – Provision of single integrated software solution – Technology One Limited	1,165,022.00
E5203	Allweld Manufacturing	Supply of 10 Heavy Duty Tool Trailers	180,500.00
E5301	Stabilised Pavements Australia	Eloura Crescent stabilisation as per design GT18.024 – D2	1,451,166.00
E5322	Interflow Pty Ltd	71 Beatus Street, Unanderra Pipe Relining	201,156.00
NC0011	Ledale Pty Ltd (Trading As Canty's Bus Rentals)	Community Transport - Procurement Exemption - Ledale Pty Ltd (Trading As Canty's Bus Rentals)	180,000.00

## Controlled Entities

There are no controlled entities in the financial statements for 2018-19.

Council has significant influence over the following entities but do not consolidate due to their immaterial value and nature.

- Illawarra Performing Arts Centre Limited
- Wollongong City of Innovation Limited (trading as *Destination Wollongong*)

## Partnerships, Cooperatives or Joint Ventures

Wollongong City Council is in a joint venture with CivicRisk West and CivicRisk Mutual, whose principal activities are insurance.

## Financial Assistance to Persons for Council Functions

Contributions made by Council under Section 356 of the Local Government Act, 1993 in 2018-19 include:

Name of Contractor	\$
Community events and activities	50,267
Arts and cultural activities	64,038
Educational and environmental activities	7,336
Sporting activities	142,332
Heritage grants	33,070
<b>Total</b>	<b>297,043</b>



## National Competition Policy

Council has adopted the principle of 'competitive neutrality' to its business activities as part of the national competition policy which is being applied throughout Australia at all levels of government.

The framework for its application is set out in the June 1996 Government Policy statement on the Application of National Competition Policy to Local Government.

The Pricing and Costing for Council Businesses 'A Guide to Competitive Neutrality' issued by the Division of Local Government in July 1997 has also been adopted.

The pricing and costing guidelines outline the process for identifying and allocating costs to activities and provide a standard of disclosure requirements. These disclosures are reflected in Council's pricing and/or financial reporting systems and include taxation equivalents; Council subsidies; return on investments (rate of return); and dividends paid.

### DECLARED BUSINESS ACTIVITIES

In accordance with Pricing and Costing for Council Businesses 'A Guide to Competitive Neutrality' Council has declared that the following are to be considered as business activities:

CATEGORY 1 (where gross operating turnover is over \$2 million):

- a. Waste Disposal - Manages the disposal of solid waste generated within the city.
- b. Tourist Parks - Operation, management and development of tourist parks at Bulli, Corrimal and Windang.
- c. Health and Fitness - Responsible for the management and upkeep of Council's leisure centres.
- d. Crematorium and Cemeteries - Provision of quality crematorium, cemetery and memorial facilities and services.

### COMPETITIVE NEUTRALITY COMPLAINTS

Underpinning competitive neutrality is the need to properly recognise the full costs of Council's business activities. This allows comparisons to be made with competitors in the same marketplace and provides information that will allow Council to determine pricing policies for each business.

Wollongong City Council has a process distributing indirect costs and overheads attributable to the declared business activities which are shown in the Special Purpose Financial Reports.

## Rates and Charges Written Off

	\$
Postponed Rates	34,530
Postponed Interest	18,859
Council Voluntary Pension Rebate	474,794
Rates written off due to Crown Lease cancelled	NA
<b>Total</b>	<b>528,183</b>

# Companion Animal Management

Council lodged the annual Pound Data Collection Returns with the Office of Local Government for the 2018-19 year on 22 August 2019. Information regarding dog attacks that have occurred throughout the city has also been lodged with the Office of Local Government for the year. These returns provided the following information:

- There were 232 dog attacks within the Wollongong Local Government Area during the 2018-19 year.
- Council seized 291 companion animals during the 2018-19 year.
- Council returned 82 companion animals to their owners, the remaining 209 were impounded.

Council undertakes its impounding activities in accordance with Deed of Agreement with the RSPCA, through their facility at Industrial Road, Unanderra. This partnership provides opportunities for the re-homing of companion animals with Council and the RSPCA working together to achieve this. Council also has a *Hardship Policy* that has been reviewed and adopted during the 2018-19 year. This policy provides increased opportunities to coordinate payment options for owners who may be experiencing financial difficulty to have their animals released and taken home.

Throughout 2018-19 Council expended \$1,488,793 on companion animal management and activities with all the companion animal registration income returned from the Office of Local Government's Companion Animal Fund being invested back into companion animal management activities.

Community education activities conducted this year included partnering with the RSPCA to conduct a free microchipping day. This event provided Council an opportunity to distribute information to the community regarding responsible pet ownership, including the importance of de-sexing, identifying and registering dogs and cats. Council also participated in the *Aussie Dog Show* that was held as part of Australia Day celebrations. This event provided Council the opportunity to remind companion animal owners of the importance of responsible pet ownership and to distribute information on how to achieve this. Further strategies that Council used to encourage and promote the de-sexing of dogs and cats included information distributed via Council's web pages and promotion by the animal registration program.

Council's Foreshore Rangers continued to operate Friday to Sunday with an emphasis on education in relation to Council's Dogs on Beaches and Parks Policy, with particular attention to the foreshore areas of the city. Commencing in December 2018 and continuing through to the end of March 2019, Council's Animal Control and Foreshore Rangers conducted a beach patrol program. This program was focused on community education and engagement and was conducted on the beach and foreshore locations of the city.

Throughout the year a new signage style was designed and piloted at Coledale Beach with positive feedback being received. This new style of signage will now be rolled out across all beaches as part of a staged signage upgrade program. Council also conducted a review of the current Foreshore Ranger positions with the view to provide enhanced service and outcomes for the community.

The review of Council's Dogs on Beaches and Parks Policy continued throughout 2018-19 with additional park based options at J.J. Kelly Park, Wollongong; Bott Reserve. Bellambi and Reed Park, Dapto being consulted with the community and government agencies to determine suitability.

The current list of declared off-leash beaches are:

- Perkins Beach, Windang (extending from Shellharbour Road/Wattle Street beach walkway north to access way south of Port Kembla Surf Life Saving Club southern car park)
- MM Beach, Port Kembla
- Coniston Beach, Coniston south of Bank Street
- Beach area directly east of Puckey's Estate, Fairy Meadow i.e. walkway north of Fairy Creek lagoon to walkway south of playground at Fairy Meadow Beach
- East Corrimal Beach (from northern side of Bellambi Lagoon to Bellambi Point)
- Bellambi between Bellambi ramp and ocean pool
- McCauley's Beach, Bulli/ Thirroul
- Little Austinmer Beach, Austinmer
- Sharkey's Beach, Coledale (from the car park, south toward the rock outcrop)
- Stanwell Park Beach, north of northern lagoon.

In addition, Council also has a number of off-leash areas declared in the following parks and reserves:

- Figtree Oval, Figtree
- Proud Park, Helensburgh
- Riley Park, Unanderra
- Eleebana Reserve, Koonawarra
- King George V Park, Port Kembla.

# Environmental Planning and Assessment Act 1979

## Section 7.5(5) Planning Agreements

Particulars of compliance with and the effect of planning agreements in force during the year.

Agreement Description	Property Description	Agreement Date	Particulars of compliance with and effect of
<b>Vista Park Subdivision</b> Monetary contributions, land dedication and onsite works	Lots 1, 2, 5 and 6 DP 1169628, Lot 4 DP 1178706, Lot 2 DP 1175865, known as 60 Smiths Lane, Wongawilli	25/07/2013	Onsite works delivered in accordance with the schedule in the agreement.
<b>Alkira Estate, Horsley</b> Monetary contributions, land dedication and onsite works	Lots 3, 5, 6 and 9 in DP 33650, Lot N in DP 103642 and Lot 4 in DP 661032 otherwise known as 80, 88, 94, 104 Shone Avenue and Lot 9 Iredell Road, Horsley	8/09/2015	No effect this period.
<b>Calderwood</b> Monetary contributions of 6 staged payments toward the construction of Marshall Mount Road, Yallah Road and new road NR1-NR3	Lot 2 DP 2534, Lots 1-4 and 8 DP 259137, Lot 112 DP 851153, Lots 21,22 and 23 DP 1224293, Lots 21 and 22 DP 809156, Lot 1 DP195342, Lot 1 DP 558196, Lot 10 DP 619547, Lot 42 DP 878122, Lots 1101-1175, 1177 and 1182 DP 1202087, Lots 1201, 1222-1225, 1227, 1233 and 1234 DP 1206166, Lots 1301-1377, 1379-1380 and 1382-1383 DP 1206167, Lots 1401-1450 DP 1206168, Lot 2 DP 158988, Lot 1 and Lot 2 DP 608238, Lot 1 DP 1044038, Lot 1 DP 998349.	13/12/2017	No effect this period.
<b>University of Wollongong</b> Public domain works.	Lot 2 DP 252694, Murphy's Avenue, Keiraville	7/9/2018	The agreement was entered into this period.
<b>Bunnings Kembla Grange</b> Construction and shared cost of a roundabout	Lots 1 and 2 DP 1118629, 638 and 642 Northcliffe Drive, Lots 50 and 52 DP 879625, 1-3 and 9 Canterbury Road, Lot 51 DP 579625, 640-650 Northcliffe Drive, Kembla Grange	11/9/2018	The agreement was entered into this period.
<b>Lot 5 Marshall Mount Road, Marshall Mount</b> Land dedication	Lot 5 DP 1132746, Lot 3 & 4 DP 216373	6/3/2019	The agreement was entered into this period.

## Swimming Pool Inspections

In accordance with Clause 18BC of the Swimming Pool Regulations 2008, councils are required to include in their annual report the number of inspections undertaken and the resultant number of certificates of compliance and certificates of non-compliance issued.

Inspections of pool barriers located at tourist and visitor accommodation	14
Inspections of pool barriers upon premises with two or more dwellings	0
Total number of compliance certificates issued	86
Total number of non-compliance certificates issued	23

## Environmental Upgrade Agreements (Section 54p)

*Particulars of any environmental upgrade agreement entered into, in accordance with any requirements imposed under s406*

Nil. This is not a service offered by WCC.

## Stormwater Management Services

### STORMWATER MANAGEMENT CHARGE

Management of stormwater in Wollongong is challenging due to the large number of creeks and estuaries as well as the proximity of the escarpment to the coast which results in rapid stormwater surface flows during rainfall events. This presents particular challenges for managing the planning and development of the city's stormwater drainage network in such a way to balance the sometimes competing demands for new land for development, increased stormwater run-off that accompanies new development, protection of private and public assets from floods and protection of the natural environment.

The Stormwater Management Service Charge was introduced in 2006-07, following changes to the Local Government Act, to help fund the stormwater infrastructure and management costs borne by councils. The legislation allowed a flat fee of \$12.50/\$25.00 to be applied to each unit and townhouse/individual household and a pro rata fee for each business premises. The charge enables a significant increase in the works program for renewal of our ageing stormwater infrastructure, along with construction of new stormwater infrastructure with a focus on urban flooding and stormwater quality improvement works.

The city has an Integrated Stormwater Management Plan that incorporates the three stormwater management plans, including some overlap into the Shellharbour LGA, that provide a strategic approach to stormwater management. The plans, along with the stormwater asset management plan, catchment specific floodplain risk management plans, Illawarra Biodiversity Strategy and estuary management plans, inform future capital, maintenance and operational works programs to continue to build the capacity and reliability of the city's stormwater infrastructure to manage both the quantity and quality of stormwater run-off. Some tasks and projects identified in these programs are funded, or part funded, by the Stormwater Management Service Charge.

#### Projected Versus Actual Expenditure on Stormwater Infrastructure

Stormwater Management Service	Expenditure \$'000	Funding * \$'000
Planned - Annual Plan 2018-19	\$7,218	\$1,822
Actual costs 2018-19	\$6,168	\$1,831
<b>Difference</b>	<b>\$1,050</b>	<b>\$(9)</b>

*\* Stormwater Management Service Charge revenue*

## ALLOCATION OF STORMWATER MANAGEMENT SERVICE CHARGE FUNDS

Income from the Stormwater Management Service Charge is allocated across five categories as follows:

Category	Planned Expenditure 2018-19 \$	Final Expenditure 2018-19 \$	Reasons for change
Stormwater Quantity Management	\$420,000	\$0	Projects were progressed using other funding sources
Stormwater and Watercourse Quality Management	\$317,000	\$841,048	Additional planned maintenance activities were carried out
Stormwater Infrastructure Restoration and Replacement	\$380,000	\$5,000	Projects were progressed using other funding sources
Stormwater Operational Management	\$244,000	\$386,450	Additional planned maintenance activities were carried out
Stormwater Asset Management System	\$150,000	\$178,476	Additional CCTV inspections were carried out
Floodplain Structures	\$0	\$18,159	Additional detailed design and reviews of floodplain risk management plans were carried out
<b>Total</b>	<b>\$1,511,000</b>	<b>\$1,429,133</b>	

## STORMWATER MANAGEMENT SERVICE CHARGE FUNDED WORKS

### Stormwater Quantity Management

Construction of new or enhanced stormwater drainage services to address current needs

Project Location	Work Description	Funding \$
N/A	N/A	\$0
<b>Total</b>		<b>\$0</b>

### Stormwater and Watercourse Quality Management

Construction or renewal of infrastructure for debris and/or pollution control; and creek bank clearing and revegetation with appropriate native species to maintain or improve stormwater flows, improve natural pollution control including siltation reduction and weed propagation as well as reducing flood risks.

Project Location	Work Description	Funding \$
Stormwater - Weed Tree Removal	Weed removal and replanting with native species	\$35,341
Bellambi Creek - Albert Street	Weed removal and replanting with native species	\$10,000
Branch Creek - Gellately Avenue and O'Briens Road	Weed removal and replanting with native species	\$6,000
Budjong Creek - Imperial Drive	Weed removal and replanting with native species	\$6,544
Byarong Creek - Figtree	Weed removal and replanting with native species	\$25,000
Cabbage Tree Creek - Innovation Campus	Weed removal and replanting with native species	\$15,000
Cabbage Tree Creek - Alvan Street, Helen Brae, Ira Avenue	Weed removal and replanting with native species	\$12,000
Cabbage Tree Creek - Foothills Road	Weed removal and replanting with native species	\$4,000
Cabbage Tree Creek - Cabbage Tree Lane, McMahon Street	Weed removal and replanting with native species	\$5,000
Cabbage Tree Creek - Aristo Crescent	Weed removal and replanting with native species	\$3,500
Charcoal Creek - Cummins Street, Unanderra	Weed removal and replanting with native species	\$15,000
Fairy Creek - Frat Club	Weed removal and replanting with native species	\$6,000
Fairy Creek - Thomas Dalton Park	Weed removal and replanting with native species	\$12,500
Fairy Creek- Wisemans Park Basin	Weed removal and replanting with native species	\$5,000



Project Location	Work Description	Funding \$
Hospital Creek - Warrawong	Weed removal and replanting with native species	\$10,000
Stanwell Creek - Stanwell Park	Weed removal and replanting with native species	\$2,500
Towradgi Creek - Lemrac Avenue	Weed removal and replanting with native species	\$2,000
Towradgi Creek - Meadow Street, Karen Place, Underwood Street	Weed removal and replanting with native species	\$2,000
American Creek - Gibsons Road, Mt Kembla	Weed removal and replanting with native species	\$10,000
Farahars Creek - Halley Crescent, Woonona	Weed removal and replanting with native species	\$2,500
Mullet Creek - Bong Bong Road, Dapto	Weed removal and replanting with native species	\$13,543
Robins Creek - Horsley	Weed removal and replanting with native species	\$29,662
Mullet Creek - Avondale Road	Weed removal and replanting with native species	\$7,000
Ena Avenue, Avondale	Weed removal and replanting with native species	\$7,000
Minegang Creek - Ranchby Avenue	Weed removal and replanting with native species	\$15,000
Fairy Creek - Porter Street	Weed removal and replanting with native species	\$2,000
Minegang Creek - Denise Street	Weed removal and replanting with native species	\$13,487
Fairy Creek - Gilmore Park	Weed removal and replanting with native species	\$15,000
American Creek - O'Briens Road	Weed removal and replanting with native species	\$5,000
Camp Creek - Helensburgh - Landcom	Weed removal and replanting with native species	\$7,000
Towradgi Creek - IRT	Weed removal and replanting with native species	\$7,500
Towradgi Creek - Meadow and Keira streets	Weed removal and replanting with native species	\$1,000
Slacky Creek	Weed removal and replanting with native species	\$18,000
Brooks Creek - Kanahooka and Dapto	Weed removal and replanting with native species	\$28,320
Towradgi Creek East - Railway Street /Ziems Street	Weed removal and replanting with native species	\$25,000
Whartons Creek - Bulli SWL	Weed removal and replanting with native species	\$15,000
Fairy Creek - Mercury Street	Weed removal and replanting with native species	\$5,000
American Creek - Stones Oval, Mt Kembla	Weed removal and replanting with native species	\$2,771
Edgewood Estate	Weed removal and replanting with native species	\$10,000
Bellambi Creek - John Parker Reserve	Weed removal and replanting with native species	\$5,500
Edgar Street/ WSLR Caters Lane	Weed removal and replanting with native species	\$12,500
Colvin Street Detention Basin	Weed removal and replanting with native species	\$28,320
Cherrybrush Circuit/ Berkeley Road	Weed removal and replanting with native species	\$20,000
Cabbage Tree Creek - Chalmers Road	Weed removal and replanting with native species	\$7,000
Cabbage Tree Creek - Guest Park	Weed removal and replanting with native species	\$25,000
WASIP - American Creek - Figtree Park	Weed removal and replanting with native species	\$5,000
Branch Creek - Murray Park Road	Weed removal and replanting with native species	\$12,500
Collins Creek - Carrington Road	Weed removal and replanting with native species	\$30,500
Edgewood Estate Retention Basin Inlet	Weed removal and replanting with native species	\$500
Foothills Estate 3 Retention Basin Inlets	Weed removal and replanting with native species	\$2,000
Cabbage Tree Creek Retention Basin Brokers Road	Weed removal and replanting with native species	\$3,000
Fairy Creek - Wollongong High School Nyrang Park Retention Basin	Weed removal and replanting with native species	\$6,000
Bellambi Creek - Pioneer Beach Estate	Weed removal and replanting with native species	\$12,500
Mountbatten Park	Weed removal and replanting with native species	\$7,500
Hargraves Creek Recreation Area	Weed removal and replanting with native species	\$5,000
Pioneer Road West Stormwater	Weed removal and replanting with native species	\$5,000
Foothills Road/ Charles Road S/water	Weed removal and replanting with native species	\$15,000
Sunninghill Circuit, Mt Ousley	Weed removal and replanting with native species	\$10,000

Project Location	Work Description	Funding \$
Foothill and John Street	Weed removal and replanting with native species	\$5,000
George Fuller Drive, Figtree	Weed removal and replanting with native species	\$3,000
Brandy and Water Creek	Weed removal and replanting with native species	\$5,000
Cosgrove Avenue	Weed removal and replanting with native species	\$2,000
Florence-Storey Street	Weed removal and replanting with native species	\$4,000
Gurrungatty Water Way - JJ Kelly Park S/water works	Weed removal and replanting with native species	\$20,000
Creek Run	Weed removal and replanting with native species	\$18,221
Caroona Street	Weed removal and replanting with native species	\$10,000
Lindsay Maynes Park	Weed removal and replanting with native species	\$50,000
Hibiscus and Bruce	Weed removal and replanting with native species	\$20,000
Auburn Parade	Weed removal and replanting with native species	\$10,000
Windang Road Drain	Weed removal and replanting with native species	\$5,000
Hartley Close	Weed removal and replanting with native species	\$5,000
North Terrace	Weed removal and replanting with native species	\$8,939
Fairy Creek - Opposite North Wollongong Hotel/ North PCYC	Weed removal and replanting with native species	\$3,000
Russell Vale Golf Course	Weed removal and replanting with native species	\$2,500
Nicholson Road	Weed removal and replanting with native species	\$5,000
Whipbird Reserve	Weed removal and replanting with native species	\$4,000
Tathra Reserve	Weed removal and replanting with native species	\$6,000
Robsons Road Reserve	Weed removal and replanting with native species	\$4,000
College Place	Weed removal and replanting with native species	\$4,400
Foley Street	Weed removal and replanting with native species	\$5,000
Koloona Park	Weed removal and replanting with native species	\$10,000
Collins Creek - Robert Street Woonona	Weed removal and replanting with native species	\$1,000
<b>Total</b>		<b>\$841,048</b>

### Stormwater Infrastructure Restoration and Replacement

The replacement and/or upgrading of existing stormwater drainage assets due to the condition of the asset or to address current needs.

Project Location	Work Description	Funding \$
Towradgi Creek	Bank Support	\$5,000
<b>Total</b>		<b>\$5,000</b>

### Stormwater Operational Management

Planning and undertaking operational activities including cleaning of debris and pollution control assets

Project Location	Work Description	Funding \$
Citywide	Cleaning and removing of debris from stormwater pollution control and stormwater drainage infrastructure	\$386,450
<b>Total</b>		<b>\$386,450</b>

### Stormwater Asset Management System

Collection of asset management data on the stormwater drainage network, the urban drainage (pits and pipes), creeks/ waterways, flood attenuation and management structures and pollution/ debris control structures. This information is used to refine and update the asset management plan including maintenance, capital renewal and augmentation programs.

Project Location	Work Description	Funding \$
Citywide	Programmed inspections of stormwater assets, develop maintenance and capital renewal programs	\$178,476
<b>Total</b>		<b>\$178,476</b>

## Condition of Public Works

Financial information on the condition of public works is reported in the General Purpose Financial Statements through Note 9a - Infrastructure, Property, Plant and Equipment, Note 27 - Fair Value Measurement; and Special Schedule No. 7 - Report on Infrastructure Assets.

## Work Carried Out On Private Land *(Section 67(3))*

Throughout the year, Council did not complete any works on private lands applicable under Section 67 of the Local Government Act 1993.

## Public Interest Disclosures (PID)

Public authorities are required to report annually to Parliament on their obligations under the Public Interest Disclosures Act 1994 (Section 31). The Public Interest Disclosures Act 1994 (PID Act) sets in place a system to encourage public officials to report serious wrongdoing. The conditions around this reporting are set out in Council's Internal Reporting Policy.

Public Interest Disclosures received and investigated by Council during 2018-19 include:	
Number of public officials who made PIDs	8
Number of PIDs received	9
Alleged Corrupt Conduct	8
Number of PIDs finalised	3

*Note: The number of PIDs finalised only refers to PIDs that have been received since 1 July 2016.*

During the reporting period, Council undertook the following actions to meet its staff awareness obligations:

- Policy briefing to senior managers
- Staff undertaking that they have read and understood Council's Code of Conduct and reporting procedures
- Refresher training provided by the organisation
- Reminder messages shared through the Hub and Team Brief
- Awareness raising posters in all locations of Council.

## Government Information (Public Access) Act 2009

The Government Information (Public Access) Act was introduced 1 July 2010 and facilitates access to information that Council holds in the following ways: Mandatory release of information via Council's website (Open Access), authorised proactive release via Council's website, informal release subject to an informal access application and release subject to a formal access application. Any person who wishes to obtain access to information held by Council is encouraged to contact our public officer for assistance. There are a number of Open Access documents available including Our Wollongong 2028 Community Strategic Plan, management plans, annual reports, annual budgets, plans and policies, meeting agendas and minutes and graffiti and land registers. These, and other documents, are easily accessed via our website.

The following table specifies the number of formal access applications lodged under the Government Information (Public Access) Act 2009 received during the 2018-19 period. Statutory processing times were complied with in all cases.

Month	Number of Applications Received	Were applications processed within the statutory timeframe of 20 working days
July	1	Yes
August	3	Yes
September	7	Yes
October	7	Yes
November	5	Yes
December	0	Yes
January	1	Yes
February	5	Yes
March	5	Yes
April	7	Yes
May	1	Yes
June	8	Yes

Where a formal access application is received, and it is likely to be of interest to members of the public, Council may make the details available by publishing the content to its disclosure log. The disclosure log contains non-personal information only and can be viewed on Council's website via the following link - <http://www.wollongong.nsw.gov.au/council/gipa/Pages/DisclosureLog.aspx>

## Summary of Legal Proceedings

Particulars	Finalised	Expenses Including GST \$	Receipts Excluding GST \$
<b>Liability Litigation Against Council</b>			
Commercial Litigation	No	125,986	-
Personal Injury	Yes	170,735	-
Personal Injury	No	206,888	-
Professional Indemnity	Yes	41,850	29,000
Professional Indemnity	No	-	-
<b>Council Initiated Litigation</b>			
Unauthorised Structures and Use	Yes	2,622	-
Unauthorised Structures and Use	No	35,597	-
General Prosecutions	Yes	9,400	-
Debt Recovery	No	187,533	110,878
<b>Planning Appeals Against Council</b>			
Refusal of Development Applications	Yes	147,985	-
Refusal of Development Applications	No	29,516	-



## External Bodies That Exercise Functions Delegated By Council

During 2018-19 the following external bodies exercised functions delegated by Council under Section 355 of the Local Government Act, 1993.

Body	Function
<b>PLANNING + ENVIRONMENT</b>	
Alanson Avenue FiReady	APZ maintenance
Allen Park Bushcare	Riparian restoration
Alvan Parade Bushcare	Bushland restoration
Arunta Drive, Thirroul	APZ maintenance
Balmer Crescent FiReady	APZ maintenance
Bellambi Dune Bushcare	Dune/lagoon restoration
Blue Divers Bushcare	Riparian restoration
Blue Lagoon Bushcare	Coastal/riparian restoration
Brandy and Water Cree Bushcare	Riparian restoration
Brickyard Point Bushcare	Coastal headland restoration
Brooks Creek Upper	Riparian restoration
Buttenshaw Place Bushcare	Bushland restoration
Byarong Creek (Figtree) Bushcare	Riparian restoration
Byarong Creek (Mt Keira) Bushcare	Riparian restoration
City Beach Dunecare	Dune restoration
Coalcliff FiReady	APZ maintenance
Coledale Bushcare	Sea cliff restoration
Compton St FiReady	APZ maintenance
Emperor Court Bushcare	Bushland restoration
Farmborough Waterfall Bushcare	Bushland restoration
Figtree Oval Bushcare	Riparian restoration
Fort on The Rock Bushcare Scarborough	be Bushland restoration
Friends of the Botanical Gardens	Through active volunteering, the Friends foster community interest in the garden, promote the role of education in the garden, and support the development of the garden by raising funds for specific projects.
Garden Avenue Bushcare	Riparian restoration
Garden Avenue FiReady	APZ maintenance
Gellatly Bushcare	Riparian restoration
Greenhouse Park Bushcare	Revegetation
Helensburgh Bushcare	Bushland restoration
Hewitts Bushcare	Riparian restoration
Hewitts Creek (Armagh Parade) FiReady	APZ maintenance
Hooka Point Bushcare	Saltmarsh/riparian restoration
John Parker Reserve	Riparian restoration
Keira Oval Bushcare	Riparian restoration
Kelvin Road Bushcare	Bushland restoration
King George V Oval Bushcare	Revegetation
Kooloobong Park Bushcare	Riparian restoration
Kulgoa Road Bushcare	Riparian restoration
Kurrimul Creek Bushcare	Riparian restoration
Lakeside Drive Bushcare	Saltmarsh/riparian restoration
Lower Hill Street FiReady	APZ maintenance
Mangerton Park Bushcare	Dry rainforest
Mangerton Park Project	Dry rainforest
Melaleuca Park Bushcare	Bushland restoration
Mount Kembla Pathway Project	Maintenance of Memorial Track
Murra Murra Point	Saltmarsh/riparian restoration
Murray Garden Bushcare	Riparian restoration
Nyrang Park Bushcare	Riparian restoration
Odenpa Road Bushcare	Bushland restoration
Puckeys Estate Bushcare	Dune/lagoon restoration
Rae Crescent Bushcare	Riparian restoration
Reed Park Bushcare	Bushland restoration
Richardson Park Bushcare	Bushland restoration

Body	Function
<b>PLANNING + ENVIRONMENT (cont)</b>	
Riveroak Bushcare	Bushland restoration
Stanwell Park Dunecare	Dune restoration
Stephen Drive FiReady	APZ maintenance
Stockyard Slope	Riparian restoration
Sunninghill Circuit FiReady	APZ maintenance
Tathra Park Bushcare	Riparian restoration
Throsby Drive Bushcare	Bushland restoration
Towradgi Dune Bushcare	Dune restoration
Underwood Bushcare	Riparian restoration
Upper Hill Street FiReady	APZ maintenance
Wharton's Creek Bushcare	Riparian restoration
Whipbird Reserve Bushcare	Bushland restoration
William Beach Park Bushcare	Riparian restoration
Wilson Street Bushcare	Sea cliff restoration
Windang Dunes North Dunecare	Dune restoration
Windang Dunes South Dunecare	Dune restoration
Wisemans Park Bushcare	Woodland restoration
Wollomai Pt Bushcare	Bushland restoration
Wollongong Surf Leisure Resort Dunecare	Dune restoration
Wombarra Creek Bushcare	Riparian restoration
Wombarra LHD Dunecare	Dune restoration
Wombarra Pool	Bushland restoration
<b>CORPORATE SERVICES</b>	
Mt Kembla Mining Heritage Inc.	Hosting of the 96 Candles Ceremony; Hosting of the WW1 Memorial Planting Ceremony; Operation of the Mt Kembla Heritage Centre.
<b>COMMUNITY SERVICES</b>	
Berkeley Pioneer Cemetery Restoration Group	Undertake minor maintenance and works to the grounds and improvements of Berkeley Pioneer Cemetery also utilising private equipment and labour from the Periodical Detention Centre.
Bulli Senior Citizens' Centre	To occupy, manage, secure, care take and maintain the premises on behalf of Council. Make the premises available for use by senior groups, community groups and others compatible with guidelines at mutually agreed times.
ComicGong Volunteers	To assist to meet and greet visitors, conduct craft activities and surveys.
Community Transport Volunteers	To transport eligible older people and their carers and people that are transport disadvantaged in their own vehicles or Council's vehicles.
Friends of Scarborough Cemetery	Undertake minor maintenance and works to the grounds and improvements of Scarborough Cemetery.
Home Library Service Volunteers	Selection of books on behalf of and delivery to customers' homes.
Living Books	To be a "living book" as part of Council's Living Book Program which includes sharing their story with young people and members of the Community at Living Book events.
Paint the Gong REaD	To volunteer and provide assistance at Paint the Gong REaD events including reading to children, sharing information with families and being the Mascot or minder for Bright Spark.
Social Support Services Volunteers	To provide social support in the community for eligible people. To provide respite support for eligible dementia client's carers by providing entry level care for dementia clients.
Surf Life Saving Illawarra	To provide lifesaving and rescue services to Council in accordance with the executed service agreement.
Viva La Gong Volunteers	To assist with set up and running of Viva la Gong Festival.
Volunteering Illawarra Volunteers	Interviewing members of the public interested in volunteering their time in the community.
Wollongong Art Gallery Volunteers	To fulfil the role of gallery guides, provide informed talks and facilitate discussion about the exhibitions for both school groups and adult members of the community.
Wollongong City Library Volunteers	Broadly working in libraries to gain skills undertaking administrative and customer service tasks such as IT training and events.

## Details of Overseas Visits by Councillors and Council Staff

**Sue Savage**  
Community Cultural and  
Development Manager  
Community Cultural and  
Economic Division

ARS Electronica Festival  
Linz, Austria  
5-11 September 2018

### COSTS

Registration	NA
Accommodation	\$798
Flights	\$4,758
Expenses	\$500
<b>TOTAL COST</b>	<b>\$6,056</b>

**Councillor Gordon Bradbery**  
**Lord Mayor**

Sister City 30th Anniversary  
reciprocal visit to Kawasaki,  
Japan and Friendship City visit to  
Longyan, China promoting  
Wollongong for 2019 Longyan  
World Congress  
28 October-8 November 2018

### COSTS

Registration	Nil
Accommodation	\$368.87
Flights	\$7,360.56
Expenses	\$590.06
<b>TOTAL COST</b>	<b>\$8,319.49</b>

**Vera Cvetkoski**  
Events Team Leader  
Community Cultural and  
Economic Development

Sister City 30th Anniversary  
reciprocal visit to Kawasaki,  
Japan and Friendship City visit to  
Longyan, China promoting  
Wollongong for 2019 Longyan  
World Congress  
28 October-8 November 2018

### COSTS

Registration	Nil
Accommodation	247.54
Flights	\$2,821.76
Expenses	\$348.67
<b>TOTAL COST</b>	<b>\$3,417.97</b>

**David Farmer**  
General Manager  
Executive Management

Local Government Chief Officers  
Group Meeting  
Tauranga, New Zealand  
14-16 November 2018

### COSTS

Registration	\$694
Accommodation	\$1,028
Flights	\$699
Expenses	\$548
<b>TOTAL COST</b>	<b>\$2,968</b>

# Equal Employment Opportunity Management Plan

The Workforce Diversity Management Plan is our commitment to creating and fostering a workplace that is fair and inclusive, and promotes a workforce which better reflects the diversity of our community. Our plan integrates the principles of equal employment opportunities (EEO) to include groups that are under-represented in our workforce and provide specific strategies to encourage better representation and participation within work areas, job families and managerial roles where they are underrepresented. These groups include women, Aboriginal and Torres Strait Islander people, young people, people with disability and people from culturally and linguistically diverse (CALD) backgrounds. We also seek to broaden our definition and perception of diversity to extend beyond EEO groups and include people of varying age, identify, responsibilities, faiths, experience and perspectives.

Council are committed to continuing to support the promotion and advocacy of diversity within the workforce.

During 2018-19, Council has continued to deliver Workforce Diversity programs that include strategies focussed on employment initiatives in the community. Council undertook the following activities which provided and maintained opportunities for a diverse range of groups:

- Following on from Council's continued commitment to achieving gender equity, Council's Gender Equality Report, is provided in the main body of this annual report. The results highlight a gender pay gap, based on like for like positions, at 0.83% or \$673 pa in favour of women.
- Ongoing improvements were made to Council's recruitment practices resulting in the streamlining of processes, improved assessment of candidates' capabilities and behaviours, improved employment screening and a reduction in recruitment campaign periods.
- A number of identified positions were created in our training pathway program (cadets, apprentices and trainees) for Aboriginal and Torres Strait Islander people and people living with disability. A professional position was also created specifically for an Aboriginal and Torres Strait Islander people.
- Council continues to partner with community networks and schools to educate and promote employment opportunities. In our training pathway program (cadets, apprentices and trainees) this has resulted in the engagement of more women in non-traditional areas, young people, people living with disability, and people from CALD background. Council has also hosted the Workers of Wollongong (WOW) program, an initiative that provides local high school students with disability the opportunity to improve their job readiness.
- Council sponsored Wollongong Mentor Walk, a bi-monthly event that provides women with the opportunity to be mentored by local senior female executives in business across the Illawarra.
- Recruitment and appointment of a number of women in key senior leadership roles across the organisation.
- Council undertook a whole of organisation values refresh process, with 86% of the organisation participating in a variety of engagement opportunities. Our refreshed values are:
  - o Respect – Inclusive and considerate
  - o Integrity – Honest and reliable
  - o Sustainability – Use our community's resources responsibly
  - o OneTeam – Together we deliver excellent service
  - o Courage – Challenge the norm to be better

Council is a values and behaviours based organisation, committed to providing a positive, inclusive, supportive and fair work environment where employee differences are respected, valued and utilised to create a productive and collaborative workplace. Our values and supporting behaviours allow all employee to understand expectations regarding their own and others' behaviour in the workplace and when working with the community.

## Human Service Agency

Wollongong City Council comply with the Carers Recognition Act 2010 [CR Act s8(2)].

## Councillors Attendance at Meetings

Council on 14 September 2015 resolved that councillor attendance at Ordinary and Extraordinary Council meetings, Section 355 Committees, as well as Councillor Briefing sessions, be recorded and reported in the annual report.

### Attendance at Council Meetings and Councillor Briefing Sessions (1 July 2018 to 30 June 2019)

During the period under review, there were 14 Council meetings and 30 Councillor briefings.

Councillor	Council Meetings Attended	Councillor Briefings Attended
Lord Mayor, Councillor Gordon Bradbery AM	11	24
Councillor Cath Blakey	13	28
Councillor David Brown	14	30
Councillor Tania Brown	14	26
Councillor Chris Connor*	2	2
Councillor Leigh Colacino	13	24
Councillor Mithra Cox	13	25
Councillor John Dorahy	11	14
Councillor Dom Figliomeni	13	28
Councillor Janice Kershaw	14	27
Councillor Vicky King	13	23
Councillor Ann Martin*	8	16
Councillor Jenelle Rimmer	14	22
Councillor Cameron Walters	14	20

\* Cr Connor resigned on 30 September, 2018 and Councillor Martin commenced on 29 November, 2018

### Attendance at Section 355 Committees

Australia Day Committee	Meetings Held	Attended
Lord Mayor, Councillor Gordon Bradbery AM	4	4
Councillor Jenelle Rimmer	4	2



# Report of the Audit, Risk and Improvement Committee

*Report to Council covering the period July 2018 to June 2019*

## Background

Council resolved to establish an Audit, Risk and Improvement Committee (ARIC) following the assent of the *Local Government Amendment (Governance and Planning) Act 2016* No 38, which introduced a (yet to be commenced) Part 428A requiring councils to establish an Audit, Risk and Improvement Committee.

Council adopted an Audit, Risk and Improvement Committee Charter at its meeting in June 2018, with the inaugural meeting of the ARIC held on 4 December 2018. Independent membership to the ARIC was determined following a process to invite members an expression of interest from the then Corporate Governance Committee and Audit Committee membership. Councillors members were appointed by Council.

The process to establish the ARIC was undertaken in consultation, seeking advice from members of both the Corporate Governance and Audit committees prior to their dissolution.

During this reporting period and prior to the establishment of the ARIC, Council received assurance regarding audit and governance issues from the two committees: Audit Committee and Corporate Governance Committee.

## Membership

The Audit, Risk and Improvement Committee of Council (ARIC) comprises a total of five members, being three independent members and two councillor delegates. There is also one alternate councillor delegate.

They are:

Independent Members	Terry Clout BA (UoW), FAICD, FGCRI, FRMIA, FACHSM, CPRM, JP, Chairperson Catherine Hudson BEc, GAICD Stephen Horne PFIIA, CIA, CGAP, CRMA, MAICD, FGIA
Councillor Delegates	Cr Mithra Cox Cr John Dorahy, GAICD
Alternate	Cr Dom Figliomeni, GAICD

All independent members have recent and relevant financial experience in addition to extensive experience in corporate governance. Councillor members have appropriate qualifications and experience to allow them to undertake their roles.

## Role and Responsibilities

The role of the ARIC is to promote the good corporate governance of Wollongong City Council.

The responsibilities and functions of the ARIC are to review aspects of Council's operations such as its compliance and governance processes, risk management and fraud control frameworks, the implementation of the strategic plan, delivery program and strategies, performance measurement, conduct of service reviews, and business improvement, financial management, internal and external audit.

## Compliance and Governance Processes

ARIC have received reports and information on the following:

- Management of conflicts of interests
- The policy register and policy review timeframes
- Outstanding resolutions of Council
- Corruption risk management
- Codes of Conduct

## Risk Management and Fraud Control

The ARIC closely monitors Council's topmost corporate risks to ensure a comprehensive risk management framework is in place and management has a program in place to manage all significant risks by identification, prioritisation and implementation of strategies.

## The Committee Reviewed:

- Reports on risk assessments and controls
- Risk management policies and procedures
- Risk management systems and compliance processes for adequacy

The ARIC further ensured that Council has adequate fraud prevention strategies in place, including ensuring Council reviewed the Fraud and Corruption Control Plan.

The committee received presentations in relation to the appropriate management of the following corporate risks:

- Inadequate planning for response to disaster (natural or man-made)
- Inadequate or incomplete planning for Climate Change adaptation and mitigation increases adverse impact on community and assets

The ARIC continues to receive reports, as did the former Corporate Governance Committee, on the findings of matters investigated by the Professional Conduct Coordinator in relation to:

- fraud
- corrupt conduct
- maladministration
- serious and substantial waste of public money
- breaches of the Government Information (Public Access) Act 2009, and
- breaches of the pecuniary interest rules applying to NSW Local Government.

### **Performance Measurement, Service Reviews and Business Improvement**

The ARIC reviewed the Council's progress against key performance indicators:

- Executive key performance indicators
- Council trends and statistics including:
  - o Legal matters
  - o Status of Council resolutions
  - o Register of Council's decisions
  - o Internal audit recommendations
  - o Customer relations feedback
  - o Records management statistics
  - o Work health and safety
- Corporate governance health checklist.

### **Financial Management**

Since its establishment the ARIC reviewed and advised Council whether the financial information reported by management reasonably portrays the Council's financial position, results of operations and significant commitments.

The committee have:

- Reviewed monthly and quarterly management financial, investment and performance reports.
- Reviewed the annual financial statements to ensure completeness, consistency with the committee's knowledge of operations and application of accounting policies and principles.
- Reviewed Council's financial performance against the budget as approved by Council, both operating and capital budgets
- Reviewed strategies of management to achieve budget balance
- Reviewed long term financial strategies developed by management
- Received briefings on significant accounting and legislative matters with the potential to affect the financial position of Council.

### **Internal and External Audit**

The Committee have:

- Reviewed considered, approved and monitored the annual audit plan for internal audit activities.
- Ensured that systems, processes, operations, functions and activities of the Council were subject to internal audit evaluation at regular intervals based on risk assessment. To assist in this regard, the committee received regular briefings and updates on legislative and operational changes with the potential to affect Council's risk profile.
- Monitored, through the results of internal and external audits, the adequacy and effectiveness of the Council's internal control structure.
- Reviewed internal and external audit reports, the practicality of any recommendations and the adequacy of management responses. The committee also monitored the implementation by management of recommendations arising from audit reports.
- Made recommendation on the appointment of internal auditors commencing 1 July 2019.

## Other Responsibilities

Prior to its commencement, members of the Audit and Corporate Governance committees jointly provided advisory and probity services throughout third party unsolicited proposal process.

The Chairperson of the ARIC conducted exits interviews with the outgoing General Manager and the Lord Mayor at the time of the General Manager's departure.

The Chairperson further provided advisory and probity services throughout the recruitment process for a new General Manager.

## Appendix 1: Internal Audit Plan 2018-19

<b>Fowlers Road Bridge Project Governance Processes</b>	The objective of this internal audit was to consider the project governance processes implemented in relation to the Fowlers Road Bridge and to identify improvement opportunities.
<b>Bi-annual follow-up of completed prior audit findings</b>	The overall objective of the internal audit was to determine the status of agreed management actions from prior internal audits that have been marked as 'complete' by Council management.
<b>CCTV Camera Operations Policy Compliance</b>	This internal audit is required to be completed every two years in accordance with policy. The objective of this internal audit was to consider and assess compliance with the policies and procedures in place for CCTV camera operations.
<b>West Dapto Financial Model Validation Review</b>	The objective of this internal audit was to consider the overall design of the West Dapto financial model, the reliability of the model outputs, any risks associated with the model construction and to identify improvement opportunities.
<b>Commercial Property Leasing, Licenses and Rental Income</b>	The objective of this internal audit was to consider the effectiveness of processes in place to manage commercial property leases, licenses and rental income, and to identify improvement opportunities.
<b>Councillors' Expenses</b>	The objective of the internal audit was to consider the effectiveness of key controls as identified with Council Management and compliance with current policies and procedures relating to the payment of expenses to the Lord Mayor and councillors, and to identify any improvement opportunities. This audit is undertaken every two years.
<b>Cash Handling and Banking Processes and Controls</b>	The objective of the internal audit was to consider the effectiveness of key controls as identified with Council Management, compliance with current policies and procedures relating to Council cash handling and banking policies and customer credit card payment policies, and to identify any improvement opportunities.
<b>Managing Conflicts of Interest</b>	The objective of this internal audit was to consider the effectiveness of key controls as identified with management and compliance with current policies and procedures relating to managing conflicts of interest, and to identify any improvement opportunities.
<b>Implementation of Council's Decisions</b>	The objective of this internal audit was to consider the effectiveness of key controls as identified with management and compliance with current policies and procedures relating to the recording and monitoring the status of Council resolutions, and to identify any improvement opportunities. This audit is undertaken every two years.

## Sponsorship of Wollongong City Council Events

The following table provides a list of all sponsorship, as per Council's Sponsorship Policy. (Figures reported excluding GST).

Sponsors	Australia Day \$	NYE \$	Moonlight Movies \$	Comic Gong \$	Viva la Gong \$
The Friends of Wollongong Libraries				10,000	
Remondis	2,750				
Bendigo Bank	3,850				
Kennards	2,750	2,000			
BlueScope Community WIN	2,750				
Cram Foundation	1,100	1,100			
BrandWorx	2,300 (in kind)	2,300 (in kind)			
Win TV	10,000 (in kind)	10,000 (in kind)			
Wave FM	15,000 (in kind)				
198fm	5,000 (in kind)				
Novotel	2,735 (in kind)				
Illawarra Mercury	8,700 (in kind)	8,700 (in kind)		9,877 (in kind)	9,877 (in kind)
Acorn Lawyers		13,000			
South Coast BMW		6,500			
CareSouth			2,000		
Horizon Credit Union			2,000		
Pipers Music Centre Wollongong					549
Go Hire					2,500
Shorts of Protection Al Yorke of Sketchbook TV					350
<b>Total</b>	<b>56,935</b>	<b>43,600</b>	<b>4,000</b>	<b>19,877</b>	<b>13,276</b>

## Unsolicited Proposals

From time to time, Council is presented with unsolicited proposals from the community, businesses or other government agencies. To assist in appropriately managing governance and probity issues that arise in such circumstances, as well as seeking to ensure that unsolicited proposals are of benefit to the City of Wollongong, Council publicly reports on all unsolicited proposals that progress to stage 2 assessment under Council's Unsolicited Proposals Policy.

Proponent	Proposal Details	Progress to Stage 2	Reasons for Progress	Governance Structure	Probity Advisor
Technology One	OneCouncil Enterprise Software Suite Proposal	Yes	<p>The proposal provided Council with an opportunity to accelerate expansion of the use of Technology One's enterprise software suite at beneficial commercial terms.</p> <p>Given the unique nature of Technology One's product and the offering itself, the proposal was progressed to Stage 2 assessment under the draft Unsolicited Proposals Policy, on exhibition at the time.</p> <p>Council later progressed to enter into a contract with Technology One for the supply of the OneCouncil Enterprise Software Suite.</p>	<p>The following Governance structure was implemented:</p> <ul style="list-style-type: none"> <li>• Dedicated Proposal Manager (sole liaison with proponent)</li> <li>• Proposal Specific Steering Committee</li> <li>• External Probity Adviser</li> <li>• Internal General Counsel (legal and governance advice)</li> </ul>	Len Withers, Walter Partners



# Disability Inclusion Action Plan 2016 – 2020

The Wollongong City Council Disability Inclusion Action Plan 2016-2020 guides Council to meet its requirements under the NSW Disability Inclusion Act 2014. This is the third annual progress report; it highlights Council's achievements of the 2018-19 financial year.

The plan has four focus areas:

- Creating liveable communities
- Improving access to services through better systems and processes
- Promoting positive community attitudes and behaviours
- Supporting access to meaningful employment.

The development of the plan involved extensive community engagement and Council continues to check in with the community to ensure the priorities remain current. An internal steering group with representatives from across Council oversees the implementation of the plan. Council measure, track and documents its progress using a detailed Implementation Plan and Evaluation Framework.

## Annual Progress

Completed	Ongoing	In Progress (Projects)	Pending	Not Started
11	80	7	0	10

## HIGHLIGHTS FOR 2018-19

### Creating Liveable Communities

Council has developed and endorsed strategies which provide a planned approach for improving access, including:

- Public Toilet Strategy 2019-2029, endorsed 6 May 2019. This strategy provides a strategic framework to guide public toilet provision across the city over the next 10 years.
- Beach and Foreshore Access Strategy 2019-2028, endorsed 18 February 2019. This strategy provides a planned and considered approach in the way Council will support people with disability to access our beaches and foreshores.

Council has undertaken a range of infrastructure projects to increase access to the built environment for people with disability, including:

- Delivery of eight 'Quick Link' accessible path projects at Holborn Park, Berkeley; Figtree Oval, Figtree; King George V Park, Port Kembla; Port Kembla Pool, Port Kembla; Lang Park, North Wollongong; Lakeside Park, Kanahooka; and Thirroul Beach Reserve, Thirroul. This project has improved access in these locations by providing continuous accessible paths of travel linking car parks, playgrounds, picnic shelters and toilet blocks.
- A unisex accessible change room facility, including an adult lift and change table at Western Suburbs Pool, Unanderra.
- Improved access to several Council buildings including accessible amenities at Illawarra Performing Arts Centre, Coniston Community Centre, Mt Keira Summit Kiosk, Bulli Surf Life Saving Club and Stanwell Park Beach Kiosk, and upgraded kitchen facilities, including an adjustable bench at Dapto Ribbonwood Centre.
- Improved access at six bus stops by creating paths of travel from the bus stop/shelter to the kerbside. All of these upgrades incorporated seating and one incorporated tactile markers.
- Installation of new kerb ramps in 37 locations and the upgrade/renewal of existing kerb ramps in 28 locations.
- Installation of new cycle ways, shared pathways and pathways in 33 locations and the upgrade/renewal of existing cycle ways, shared pathways and pathways in 28 locations.
- Installation of new accessible parking in three locations and the upgrade/renewal of existing accessible parking in 11 locations.

## Improving Access to Services Through Better Systems and Processes

Council has worked to increase access to information by developing:

- Social Stories for our events, including Comic Gong, Australia Day, New Year's Eve, Viva la Gong, Paint the Gong REaD Reading Day and Lord Mayors Transition to School Picnic; and services/ facilities including Wollongong Art Gallery, Wollongong Youth Services and two of our libraries.
- An *Easy Read Frequently Asked Questions Guide* which has been made available on Council's website and distributed at Illawarra Disability Options Expo.

Council has demonstrated its commitment to enabling people with disability to be involved in community engagement opportunities by:

- Involving two residents with low vision, who use on screen readers, in user testing sessions as part of the Wollongong City Council website re-development. Their participation and feedback assisted the project team in ensuring the new website is accessible.
- Establishing a new community engagement platform, *Register of Interest*. This platform enables people to receive information via email on a number of interest areas. During 2018-19, 228 people registered to receive information regarding disability access related matters.
- Establishing the *Walking, Cycling and Mobility Reference Group*. This group provides advice to Council on the preparation and implementation of bicycle, pedestrian and disability access policies and strategic plans.

## Promoting Positive Community Attitudes and Behaviours

Council has worked towards promoting positive community attitudes and behaviours towards people with disability through the delivery of:

- *The Quiet Space* at Council's Australia Day and Comic Gong events in 2019.
- The *Same, Same but Different*, project delivered in partnership with The Disability Trust. This project invited people with disability, parents, community service providers, and members of Wollongong's LGBTIQ community to share their lived experiences. The panel discussion at this event was recorded and is available in podcast format.
- An accessible viewing area as part of Wollongong's Annual Australia Day celebration. 129 people, including people with disability and their carers used this area during the day. CRAM Foundation sponsored this space.
- A number of initiatives which resulted in Corrimal Library receiving their *Autism Friendly* badge on World Autism Day on 2 April, 2019.
- *AUSLAN Story Time* at Wollongong City Library.

## Supporting Access to Meaningful Employment

Council has worked to support people with disability seeking employment. Initiatives included:

- A workshop for social enterprises which introduced Council's Social Procurement Policy, provided guidance on how to become a Council supplier and advice on how to align social enterprise business operations with Council requirements.
- Continuing to provide *Diversity Awareness Training* to Council officers.
- Developing and delivering *Autism Awareness Training*, with over 150 Council officers from various teams attending the training.
- Providing support to the *Workers of Wollongong* program by supporting work experience opportunities for people with disability at Wollongong Botanic Garden.
- Participation in mock interviews with people with disability to assist them with preparing for interviews.