



2017-2018
ANNUAL REPORT



Bayside Council

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152 Bunnerong Road
Eastgardens NSW 2036

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Rockdale NSW 2216

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Ref SF18/1731



Telephone Interpreter Services - 131 450

Τηλεφωνικές Υπηρεσίες Διερμηνέων

بخدمة الترجمة الهاتفية

電話傳譯服務處

Служба за преведување по телефон

INTRODUCTION

Mayor's Message

I am extremely proud to endorse Bayside Council's Annual Report 2017/18 highlighting our achievements over the past 12 months.

The report is more than just an excellent snapshot of our projects, achievements services and initiatives. It provides accountability on the strategic matters for which Council has responsibility as well as an opportunity to reflect on our challenges ahead.

Over the past 12 months I have had the opportunity to attend many events and meet with residents. I have been overwhelmed with the support and goodwill in the community.

Together with my fellow councillors we have been actively pursuing good governance and an open and transparent Council. Trust is not something we take for granted. We recognise, as public figures, your trust in us must be earned and this has been done by continuing to provide high quality services while delivering much needed facilities to the community.

Our plan to serve the community well into the future is encapsulated in Bayside 2030. I am confident this plan provides Council with solid direction as we work to achieve our vision for Bayside. This Annual Report is a testament to successful year of renewal at Bayside.

Major projects delivered during the year include the refurbished Eastgardens Library with the addition of a more accessible, fully staffed customer service centre, the new amenities blocks in key parks such as Jellicoe Park, Pagewood and Booralee Park, in Botany two new synthetic playing fields and other outstanding playground upgrades across the area.

Council also delivers an extensive calendar of community events. This is part of our strategy to provide accessible and affordable events for our diverse, multicultural community. Highlights of the year were our well-attended school holiday activities, the Bayside Arts Festival and an amazing New Year's Eve fireworks display on the historic shores of Botany Bay.

It has been an honour to serve as your Mayor. I would also like to take this opportunity to thank my fellow Councillors, our administrative staff and the community for their time and commitment over the past 12 months.

Councillor Bill Saravinovski
Mayor

General Manager's Message

I am pleased to present the 2017/18 Annual Report for Bayside Council. We have had a busy year delivering services and facilities to our community.

The Annual Report sets out what we achieved, highlights issues which impact our community and details our financial position for the year ending 30 June 2018.

Council has delivered a number of key infrastructure projects, maintained and delivered quality services while keeping the budget in check and balanced.

The past 12 months have been a time of reflection and renewal. The return of elected representatives in September 2017 provided the opportunity to review Council's corporate goals and values – to ensure that its services were those the community required, and that they were being provided efficiently.

At Bayside we are 'working smarter' by investing in new equipment and new technology. New equipment, vehicles and technology have been purchased and the time and money saved is being reinvested in improvements to services and new opportunities.

Council has continued to deliver major projects across Bayside. Highlights included a refurbished library and new customer service centre at Eastgardens, a new synthetic playing field at Ador Avenue Reserve, new amenities buildings in key sporting grounds in Pagewood, Botany and Rockdale as well as town centre improvements and playground upgrades.

Bringing two communities together as one has presented its challenges but with the support and hard work of the elected representatives, my Executive Team and all Council staff, we are building a strong, viable and sustainable Bayside community.

Upon reading this report I am confident you will agree that a lot has been achieved, but there is always more to be done.

Bayside Council and its residents and ratepayers have an exciting future ahead.

Meredith Wallace
General Manager

About Bayside

On 9 September 2016, the Minister for Local Government issued the Governor's Proclamation that created Bayside Council by amalgamating the former local government areas of the Rockdale City Council and the City of Botany Bay.

Snapshot

The Bayside local government area now comprises 29 suburbs covering a combined land area of 5,538 hectares (55 square kilometres). At 30 June 2017 the estimated resident population of Bayside local government area was 170,089. This is forecast to grow to 213,291 by the year 2036 – an increase of 25.7%.

Bayside has a high residential population with an approximate population density of 32.24 persons per hectare. 54% of Bayside's housing is comprised of medium and high density as compared to 40% in Greater Sydney. Whereas only 45.4% of housing is a separate dwelling as compared to 58.9% in Greater Sydney.

The Bayside local government area is a culturally diverse community with 38% of residents coming from a culturally and linguistically diverse background and 8.2% of residents do not speak English fluently compared to the Greater Sydney average of 5.8%.

The Bayside Council has significant NSW infrastructure within our boundaries and key transport corridors between Port Botany, Sydney Airport and greater Sydney, change is everywhere and so are the opportunities. More information on Bayside Council's Profile may be found on the website www.bayside.nsw.gov.au.

Infrastructure assets

8km	Lady Robinsons Beach
677km	Kerb and gutter
588km	Paved footpaths
365km	Sealed roads
4	Bridges
15km	Retaining walls and sea walls
14km	Creeks and channels
8075	Drainage pits
215km	Pipes, culverts and channels
80	Pollutant traps and quality devices
227	Parks and reserves
128	Playgrounds
23	Reserves with sport facilities
3	Depots
1	Administration building
3	Town Halls
2	Aquatic Centres
8	Library Buildings
8	Child Care and Kindergarten Buildings
4	Baby Health Centre Buildings
60	Public Amenity Buildings
80	Recreation and Community Buildings
5	Grandstands

About Council

Council's Role

The Local Government Act requires Council to:

- Properly manage appropriate services and facilities for the local community
- Exercise community leadership
- Exercise its functions taking into account the principles of multiculturalism and social justice
- Look after the environment, taking into account the long-term and cumulative effects of its decisions
- Effectively account for and manage local assets
- Plan for future and current communities
- Aid the involvement of Councillors, the public and Council staff for the benefit of local government
- Raise money for local purposes by such means as levying rates, charges and fees in a fair way
- Keep our community and the State Government informed about its activities
- Exercise its regulatory functions consistently and without bias.

Our Values

Visionary Leadership

We are all leaders - decisive, outward focused and forward thinking, setting the vision for Bayside Council today and into the future.

Meaningful Relationships

We support and invest in each other - creating a strong collaborative culture.

Empowered People

We are courageous and innovative - committed to making a difference in our work.

Exceptional Service

We go above and beyond - delivering an outstanding customer experience every time.

At Bayside Council, we believe that to achieve sustainable success, we need to grow in a responsible way and meet the expectations of our customers, regulators, employees and the wider community. This belief is reflected in the values that are at the heart of our culture and guide us in our day-to-day operations.

We aim to be dependable, open and connected in everything we do. We want to ensure our employees feel able to stand up for what is right, highlight potential risks and act with integrity, even when faced with pressure to act otherwise.

To make sure everybody at Council lives up to these values, they form part of everyone's annual performance review. The values include identifying statements and signature behaviours to demonstrate what working at Bayside means.

Reporting

This report is for the period 1 July 2017 to 30 June 2018. It includes the achievements of Council in implementing the first Bayside Operational Plan as well as the statutory information required by clause 217 of the Local Government (General Election) Regulation 2005, the reporting on the complaints statistics as required under the procedure for the administration of the Model Code of Conduct, and other required information.

Bayside Local Planning Panel

Council has established an Independent Hearing and Assessment Panel, referred to as the 'Bayside Local Planning Panel'. It comprises appropriately qualified people independent of Council and community representatives.

The Panel is charged with determining a range of development applications on behalf of Council and reviewing and making recommendations to the Council about planning proposals. Panel determinations are made as independent assessments consistent with the Local Environment Plans and Development Control Plans, adopted by Council.

Councillors

BEXLEY WARD



Councillor
Joe Awada
ALP

BOTANY BAY WARD



Councillor
James Macdonald
IND

MASCOT WARD



Councillor
Tarek Ibrahim
ALP

PORT BOTANY WARD



Councillor
Christina Curry
ALP

ROCKDALE WARD



Councillor
Petros Kalligas
LIB



Councillor
Liz Barlow
IND



Councillor
Ed McDougall
ALP



Councillor
Michael Nagi
LIB



Councillor
Scott Morrissey
ALP



Councillor
Bill Saravinovski
ALP



Councillor
Ron Bezic
LIB



Councillor
Vicki Poulos
LIB



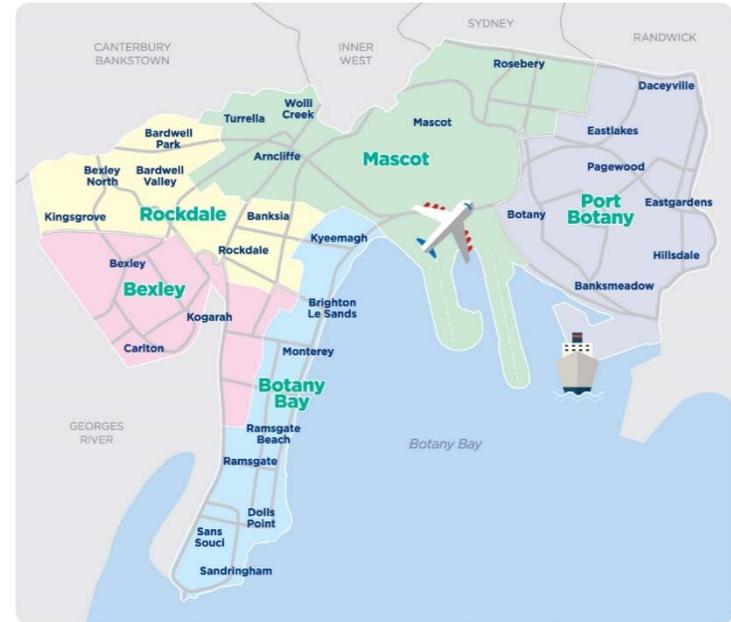
Councillor
Dorothy Rapisardi
ALP



Councillor
Paul Sedrak
LIB



Councillor
Andrew Tsounis
IND



MAYOR

Councillor Bill Saravinovski
September 2017 to September 2019

DEPUTY MAYOR

Councillor Joe Awada
September 2017 to September 2019

Executive



GENERAL MANAGER

- ▶ Executive Services
- ▶ Communications & Events
- ▶ Major Projects Delivery
- ▶ People & Organisational Culture



DIRECTOR CITY PERFORMANCE

- ▶ Finance
- ▶ Governance & Risk
- ▶ Information Technology
- ▶ Procurement



DIRECTOR CITY FUTURES

- ▶ Strategic Planning
- ▶ Development Services
- ▶ Certification
- ▶ City Infrastructure
- ▶ Property



DIRECTOR CITY LIFE

- ▶ Community Capacity Building
- ▶ Recreation & Community Services
- ▶ Compliance
- ▶ Libraries & Customer Service



DIRECTOR CITY PRESENTATION

- ▶ City Works
- ▶ Parks & Open Spaces
- ▶ Airport Business Unit
- ▶ Waste & Cleansing

PROGRESS REPORTING

Major Projects progress

Council is committed to progressing major community projects to provide quality and appropriate facilities that support Bayside community life.

The following projects were completed in the financial year:

- Cook Park Amenities opposite Emmaline Street
- Booralee Amenities
- Jellicoe Park Amenities
- Jellicoe Park Embellishments
- Bicentennial Park Synthetic Turf
- Eastgardens Library
- Exell Street Drainage
- Ador Avenue Synthetic Field
- Cahill Park Playground

The following projects are currently underway:

- Scarborough Park Amenities - Production Ave (Under Construction)
- Tonbridge Reserve Amenities (Under Construction)
- Scott Park Amenities (Under Construction)
- Cahill Park & Pine Park Masterplan (Under Construction)
- Bexley Oval Amenities (Under Construction)
- Wentworth Avenue – two intersections (at 80% Design)

- Depena Reserve Amenities (Under Construction)
- Kyeemagh Reserve Amenities (Under Construction)
- Mutch Park Skatepark (Design)
- Arncliffe Youth Centre (Under Construction)
- Rockdale Park Masterplan (Design)
- Rowland Park Amenities, Playground and Embellishment (Design)
- AS Tanner Reserve Amenities (Design)
- Banksmeadow Town Centre Masterplan (Design)
- Kingsgrove Town Centre Improvements (Design)
- Swinbourne Town Centre Masterplan (Design)
- Botany Town Hall Restoration (Design)
- Cahill Park Amenities & Café (Design)
- Arncliffe Coronation Hall Minor Refurbishment (Design)
- Hillsdale Child Care Centre Outdoor Area Refurbishment (Design)
- Mascot Child Care Centre Outdoor Refurbishment (Design)
- Wilsons Cottage Conservation (Tender)
- Mascot Admin Precinct Minor Refurbishment (Design)
- Ador Reserve Amenities (Design)

Cook Park Amenities opposite Emmaline Street, Ramsgate

Council is undertaking upgrades to the Cook Park Amenities opposite Emmaline Street to provide the community with high quality facilities that are accessible to everyone and to replace the existing facilities.

The building includes:

- A new accessible unisex toilet with baby change
- Four new unisex toilets
- Operational lunch room
- Storage area
- External hand wash and bubbler.



Cahill Park Playground, Wollie Creek

Council has constructed a new playground at Cahill Park, Wollie Creek. Construction started in April 2017 and the playground opened to the public in September 2017.



Stage I of the Cahill Park Masterplan implementation works is a new playground designed for different ages and capabilities adopting new play concepts that encourages imaginative play.

Booralee Amenities

Council approved the design and construction of an amenities building at Booralee Park.

Construction commenced in August 2017 and was completed in March 2018.



Jellicoe Park Amenities

Council has built a new sports facility and amenities at Jellicoe Park, Pagewood. The proposal was to demolish the three existing buildings and consolidate the facilities into one building. The building includes:

- 5 unisex toilets
- 1 ambulant unisex toilet
- 2 accessible toilets with shower and baby change
- 4 change rooms
- 1 referee change room
- Canteen, operational lunch room and storage
- Meeting room
- External hand wash.

Construction commenced October 2017 and was completed in June 2018.



Bicentennial Park Synthetic Sporting Fields

Council approved the design and construction of a Football synthetic playing surface, drainage and pavement at Ilinden Sports Centre, Bicentennial Park, Rockdale for use by local schools and clubs, as well as recreational use by the community for training and competitions.

The purpose of the synthetic playing surface is to allow for current usage as well as expectations for future growth in the area.

The project consists of the replacement of the existing turf playing field with a state of the art FIFA 1 Star accredited synthetic field and which meets the requirements of Football NSW.

Construction commenced in August 2017 and was completed in January 2018.



Bexley Oval Amenities

Council is building new public amenities at Bexley Oval. The project aims to provide safe facilities for the community and will include:

- 4 new unisex toilets
- 1 accessible toilet with baby change
- 1 x ambulant toilet
- Canteen and storage area
- External hand wash and bubblers.

Construction commenced in Spring 2017 and is due to be completed in early November 2018.

Scarborough Park Amenities (Production Ave) and Tonbridge Reserve Amenities

Council has undertaken upgrades to the amenities buildings in Scarborough Park and Tonbridge Reserve. The works include the demolition of the existing amenities and construction of two new high quality facilities that provide accessible facilities for park users and the community. The new buildings provide:

- Six new unisex toilets
- One unisex accessible toilet with baby change facilities
- Canteen facilities
- Storage
- Showers and change rooms
- Meeting room
- External hand wash and bubbler
- Covered areas.

Construction commenced in Spring 2017 and completed October 2018.



Scarborough Park



Tonbridge Reserve Amenities

Eastgardens Library and Customer Service Centre

Council has refurbished the existing Eastgardens Library which now includes a new Customer Service Centre.

Construction started in June 2017 and was opened to the public in October 2017. The works included refurbishment of the existing Council Library foot print and an increase to the Customer Service area to offer a variety of services.

The open plan adopts new technologies and offers a welcoming spacious multipurpose centre for the community.

This project subsequently was awarded 2018 'Winner' in the Excellence in Construction category by the Master Builders Association of NSW.

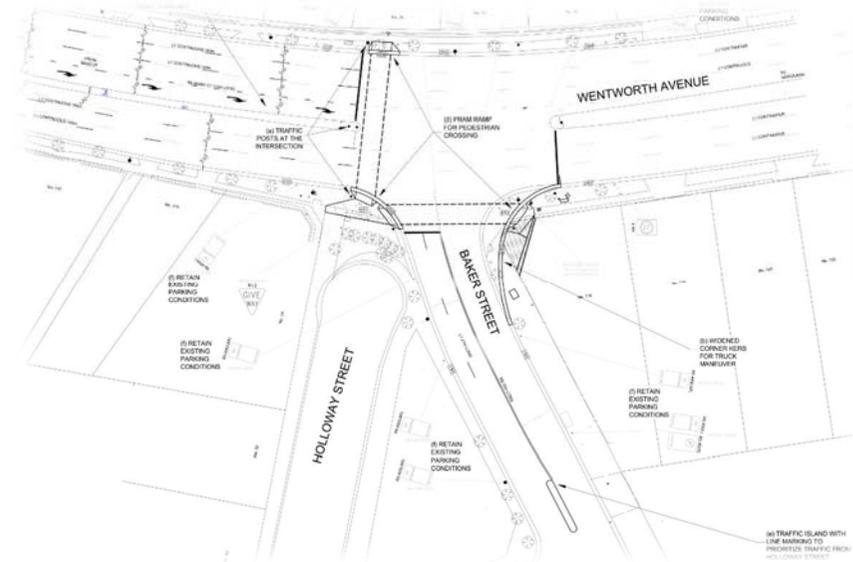


Wentworth Avenue – Two intersections

Due to increasing traffic congestions in the vicinity of Pagewood Public School during morning and afternoon peak times Council initiated traffic studies in mid-2015 to help control the problem by carrying out measures to increase the capacity of the roads, in this case, especially Page Street. After undertaking traffic studies and performing traffic modelling, design plans have been prepared to undertake the necessary construction works for traffic improvements.

Council is improving traffic safety at the Wentworth Avenue and Baker Street intersection, Pagewood. Council proposes to have traffic lights installed at the intersection. Design Plans have been prepared showing the extent of works as follows:

- Traffic light posts at the intersection.
- Widening the south-eastern corner kerb to allow trucks turning.
- Extend existing eastbound right turn lane turning into Baker Street from Wentworth Avenue.
- Construction of pram ramps providing pedestrian crossing at two points across Baker Street and Wentworth Avenue.
- Traffic islands at the Baker Street and Holloway Street intersection to prioritise the Holloway Street Traffic.
- Retain existing parking arrangements at the intersection.



At this stage, Council is undertaking the construction and services designs. It is proposed to have these designs and subsequent approvals from Roads & Maritime Services within the next 5-6 months. Construction works are envisaged to begin around January 2019.

Depena Reserve Amenities

Council is refurbishing and extending the existing public amenities at Depena Reserve. The project aims to provide safe facilities for the community and will include:

- 14 female toilets and 1 ambulant
- 7 male toilets, 1 ambulant and 6 urinals
- 1 accessible toilet with baby change
- Store room; external hand wash.

Construction commenced in February 2018 and is due to be completed in early November 2018.



Kyeemagh Boat Ramp Reserve Amenities

Council is building a new public amenities at Kyeemagh Boat Ramp Reserve. The project aims to provide safe facilities for the community:

- 2 unisex; 1 ambulant unisex; 1 accessible toilet with baby change.
- Store Room; operational lunch room, external hand wash.

Construction commenced in February 2018 and is due for completion early November 2018.

Scott Park Amenities

Council has refurbished the existing amenities at Scott Park. The project provides new fixtures and fittings to the existing building as well as improved security screens, ventilation and lighting. The refurbishment included:

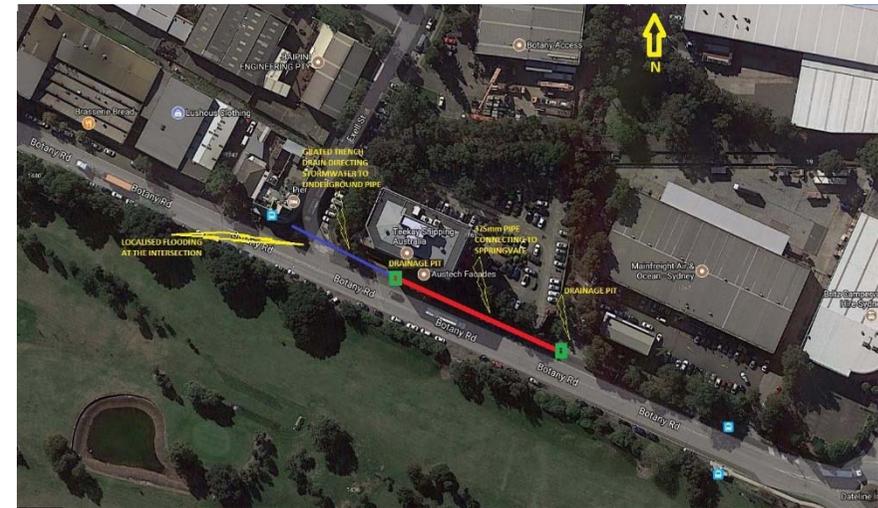
- 2 female toilets
- 2 male toilets and urinal
- New basins
- 1 accessible toilet with baby change
- New doors to the existing facility
- Painting of the existing building internally and externally
- New tiles to the floors and walls
- New lighting to the existing building.

Construction commenced in February 2018 and was completed in August 2018.



Mutch Park Skatepark – underway

Council is constructing a new skate park at Mutch Park, the works include new park furniture, shade/shelter, lighting and landscaping. Construction will commence early 2019.



Exell Street Drainage

The intersection of Exell Street and Botany Road floods during most storm events. Localised flooding occurs due to the topography of the intersection being a low point for water to pond in. Council has prepared design plans and is working with the Roads & Maritime Services to have these plans approved in order to tender for construction.

The design involves having new stormwater pits and pipe along Botany Road to direct water away from the intersection into the Springvale drain. The intersection itself requires reconstruction and a grated trench drain to be installed to carry water away from the intersection into the stormwater pipeline.

Rowland Park Amenities, playground and landscape embellishments

The project consists of:

- Demolish existing change room building and build new amenities building and change rooms.
- Upgrade existing canteen building.
- Demolish and renew the playground facilities at the Southern end of Rowland Park.
- Table Tennis facility and Basketball facility.

Construction is due to commence in January 2019.



Arncliffe Youth Centre – under construction

The Arncliffe Youth Centre will be a state-of-the-art facility able to accommodate a wide range of services focused on young people and recreational activities. The Centre will provide young people with opportunities for learning, study, homework space, musical and artistic pursuits as well as a safe haven to receive ongoing support and counselling.

The two indoor multi-purpose courts, one with grandstand seating for up to 280 spectators, will provide for a variety of recreational activities including basketball, volleyball, futsal and badminton to the current and future needs of the growing population of young people in the Arncliffe and wider Bayside area.

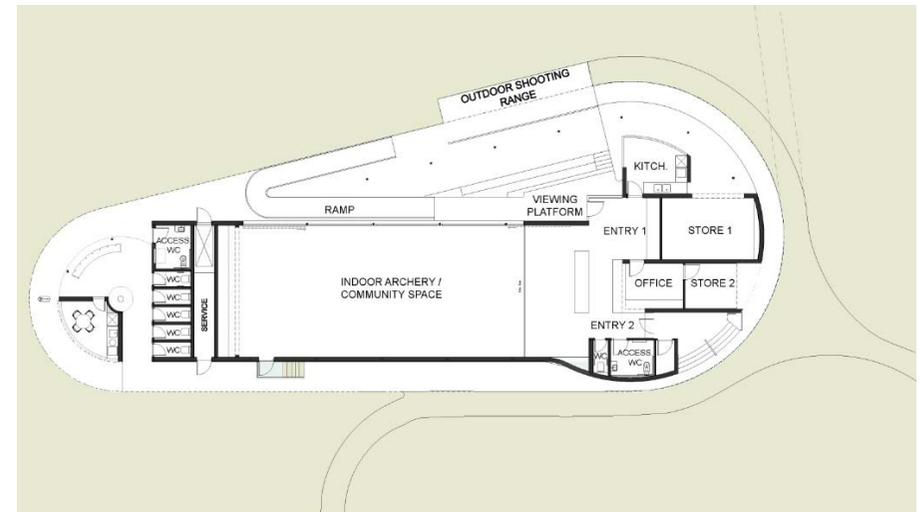
The Youth Centre will be constructed in Arncliffe in conjunction with the housing development proposed for the same site. Construction has recently started.

AS Tanner Reserve Sporting Amenities

Council is building a new Sports and Public Amenities building to replace the existing buildings at AS Tanner Reserve. The project aims to provide safe facilities for the community and will include:

- Four public toilets
- One accessible toilet with baby change table
- One ambulant toilet
- Indoor Archery/Community Space
- External hand wash and bubbler
- Covered Area
- Operational Lunch Room.

Construction is anticipated to commence in April 2019.



Banksmeadow Town Centre Upgrade

Council has a vision to create a lively community space to connect the shopping precinct with the surrounding residential area and our local parks.

Council proposes to undertake public domain improvements at Banksmeadow Town Centre, an area bounded by Wilson, Pemberton, Fremlin and Waratah Streets at Botany.

Stage 1 of the improvements include:

- New high quality decorative footpath paving on Botany Road.
- Feature landscaping throughout the town centre at ground level and in planter boxes.
- Street trees to increase green canopy coverage and reduce the urban heat island.
- New street furniture such as seating, bins and bike stands.

Stage 2 Works at Banksmeadow Town Centre include:

- A paved and landscaped link/laneway from Botany Road to Rancom Street with lighting and potentially street art.
- A pedestrian crossing over Botany Road near Waratah Street and relocated bus stop from Tupia Street closer to Waratah Street.
- A shared path with an off-road cycle way along Fremlin Street.



Swinbourne Street Neighbourhood Centre Public Domain Masterplan

Council has developed a Public Domain Masterplan that will bring improvements to Swinbourne Street Neighbourhood Centre, an area bounded by Victoria, Albert, Wilson and Trevelyan Streets at Botany.

Stage 1 of the proposed masterplan includes the following:

- New high quality decorative footpath paving on Swinbourne Street
- Planter boxes under shop awnings.
- Feature landscaping at ground level including raingardens where suitable.
- Street trees to increase green canopy coverage and reduce the urban heat island effect.
- New street furniture such as seating, bins and bike stands.



Stage 2 works include:

- A pedestrian crossing over Swinbourne Street.



Operational Plan progress

LG Act Section 428 (1)

The Operational Plan for Bayside Council incorporates Operational Plan actions for the former City of Botany Bay and Rockdale City Councils.

This progress report provides the status of each action and project as at 30 June 2018. The performance against each action and project is colour coded as follows:

-  Completed – Target 100% met
-  On Track – Nearing completion
-  Delayed – Behind schedule
-  On Hold – Not being undertaken at this time

The abbreviations in this section of the Annual Report are as follows:

Full Title	Abbreviation
Manager Airport Business Unit	MBU
Manager Certification	MCE
Manager City Infrastructure	MCI
Manager City Works	MCW
Manager Community Capacity Building & Engagement	MBE
Head Communications & Events	HCE
Manager Compliance	MCO
Manager Development Services	MDS
Manager Executive Services	MES
Manager Finance	MFE
Manager Governance & Risk	MGR
Manager Information Technology	MIT
Manager Library & Customer Services	MLC
Manager Parks & Open Space	MPS
Manager People & Organisational Culture	MPC
Manager Procurement	MPT
Major Projects Delivery Director	MPD
Manager Property	MPR
Manager Recreation & Community Services	MRC
Manager Strategic Planning	MSP
Manager Waste & Cleansing	MWC

Theme One

Diverse, Active, Healthy and Inclusive Communities

Snapshot on Performance:

Bayside Council understands the complexities and benefits of a diverse and active community and works to initiate and support opportunities that enhance their health and wellbeing. We celebrate with pride our heritage and the uniqueness of our residents.

Some of the achievements for Bayside Council during the July 2017 to June 2018 period included:

- 820 new Australian Citizens sworn at 8 Citizenship Ceremonies, including a special Australia Day ceremony.
- 22 other major events held including Garden Awards, A Taste of Mascot, Carols in the Park, Christmas Markets, Carols by the Sea, New Year's Eve, Lunar New Year, Multicultural Fair, Anzac Day, Garden Party.
- Property and Buildings Special Rate Variation Program substantially completed, including 6 building projects at a value of \$6.5 million.
- Partnered with other agencies to deliver local health early intervention programs including Healthy Brain, Chair Yoga, Meditation and Salsa.
- Innovative community development approach was utilised in 20 projects through the \$150,000 Doing it Differently grant program.
- 372 home shopping drop off services conducted to eligible community members who were referred to Council through My Aged Care.
- Long Day Centres continued to receive positive feedback and achieved 90% satisfaction level in the annual survey with regards to the service delivery.
- All food premises inspected and 6 food handling workshops held at Bexley, Hillsdale and Rockdale.
- Approximately 60 sports field renovations undertaken including aerating, top dressing, covering and uncovering synthetic pitches.
- 6 pop up libraries held in areas where a library does not currently operate.

An Inclusive Community that Celebrates Diversity

Action Code	Action	6 Month Milestone – December 2017	Annual Target	Responsibility	Progress 31 December 2017	Status as at 30 June 2018	
711.1	Develop Bayside Council Reconciliation Action Plan to provide a framework of practical actions to build respectful relationships and create opportunities with our Aboriginal community.	Working Party established to determine scope and develop Reconciliation Action Plan.	Reconciliation Action Plan.	MBE	Scoping and community engagement commenced.	Draft Plan has been deferred to 2018/19, when specialist resource will progress.	
711.2	Review and develop Bayside Placed Based Social Plan (including Aging, Disability, Youth, CALD, Families and Children plans).	Community engagement and demographic analysis conducted, and plans drafted.	Social Plan adopted and implementation commenced.	MBE	First draft of Social Plan complete.	Social Plan (including Children and Family, Ageing Strategy and Community Safety) is developed. implementation commenced in 2017/18.	
711.3	Implement the Disability Inclusion Action Plan.	Disability Inclusion Action Plan Adopted Plan adopted strategies for implementation identified.	Disability Inclusion Action Plan implemented.	MBE	Disability Inclusion Action Plan adopted and strategies for implementation identified.	Disability Inclusion Action Plan adopted by Council and priority actions implemented.	
711.4	Maintain Strategic Reference Groups to enable community input into Council decision making and replace previous Council Advisory Committees.	Strategic Reference Groups promoted, established and supported.	Strategic Reference Groups maintained and supported in accordance with Terms of Reference.	MBE	Strategic Reference Groups were suspended in favour of Advisory Committees.	Strategic Reference Groups suspended in favour of Advisory Committees, which have continued to be supported in accordance with the Terms of Reference.	
711.5	Organise and promote Sister City events and activities as directed by Council.	Sister City events identified.	Sister City Events held as required.	MES	No Sister City events were held during this time, however, in the past six months there have been a number of Cultural Events such as flag raising ceremonies to recognise and honour various national days.	No Sister City events were held during the period however the Mayor hosted or attended 7 cultural, flag raising events including celebrations of Serbian, Macedonian, Greek, Montenegro and Lebanese cultures (IFTAR).	

Action Code	Action	6 Month Milestone – December 2017	Annual Target	Responsibility	Progress 31 December 2017	Status as at 30 June 2018	
711.6	Citizenship Ceremonies conducted and presided over by the Mayor – to recognise our diversity and acknowledge our newest citizens.	Conduct 6 ceremonies, each with 100 to 120 candidates attending, totalling 700 new citizens.	12 ceremonies per year each with 100 – 120 candidates attending - totalling 1400 new citizens.	HCE	Council has completed the number of Ceremonies requested by the Department of Immigration.	820 new Australian Citizens sworn at 8 Citizenship Ceremonies, including a special Australia Day ceremony.	

Cultural and Community Events that Promote a Sense of Belonging

Action Code	Action	6 Month Milestone – December 2017	Annual Target	Responsibility	Progress 31 December 2017	Status as at 30 June 2018	
712.1	Co-deliver the Georges River and Bayside (GRAB) Arts and Cultural Forum – promoting and supporting our local arts community.	1 GRAB Forum delivered, providing opportunities for local artists to partner with their council to develop creative initiatives.	2 GRAB Forums delivered, providing opportunities for local artists to partner with their council to develop creative initiatives.	MBE	GRAB Forum delivered on the topic of ‘How to have an online presence as an artist.’	2 GRAB forums were delivered with local artists with a second on Aboriginal Art.	
712.2	Deliver Bayside Arts Festival and partner with community organisations to deliver a wide range of community events including Seniors Month and Youth Week activities.	Partner with community organisations and NSW and federal agencies to deliver Community Events which promote a sense of belonging and build capacity within our communities.	Deliver Bayside Arts Festival and Partner with community organisations and NSW and federal agencies to deliver Community Events which promote a sense of belonging and build capacity within our communities.	MBE	Planning of the Arts Festival, Seniors Festival and Youth Festival has commenced.	Arts Festival including Senior and Youth programs delivered with 30 activities. Major sculpture prize of \$50,000 attracted local and national artists.	
712.3	Deliver an inclusive Bayside Council Events Program which adds value to our community and City, activates public spaces and invigorates town centres.	15 major events scheduled from June to December 2017; including a Multicultural Fair, A Taste of Mascot, Carols by the Sea and New Year’s Fireworks Display.	Complete and deliver all major events as directed by Council.	HCE	All events successfully implemented including a Multicultural Fair, A Taste of Mascot, Carols by the Sea and New Year’s Fireworks Display.	22 major events held across the Bayside. Some of the highlights included: Garden Awards, Spring Fair, A Taste of Mascot, Carols in the Park, Christmas Markets, Carols by the Sea, New Year’s Eve, Lunar New Year, Multicultural Fair, Anzac Day, Garden Party. Council’s events program provides council with the opportunity to engage with the community and gather its information and feedback.	

Action Code	Action	6 Month Milestone – December 2017	Annual Target	Responsibility	Progress 31 December 2017	Status as at 30 June 2018	
712.4	Funding opportunities for events identified and pursued.	Bayside Garden Competition and Carols by the Sea.	2 events attract annual sponsorship	HCE	Funding secured for both events.	Successfully sort and obtained sponsorship to offset the costs of three key events: Annual Bayside Garden, Competition, Carols by the Sea, Lunar New Year	
712.5	Develop and publish Council's events calendar – providing quarterly updates to the community.	Publish 2 calendar updates for distribution to the community.	Publish 4 calendar updates per year and for distribution within the community.	HCE	2017 calendar updates published.	4 events quarterly calendars were published highlighting major events and key programs delivered. Calendar is distributed through the Customer Service Centres and Libraries.	
713.1	Develop a business case for condition inspections and monitoring using mobility in the enterprise asset management system.	Review practices and technology.	Complete business case.	MCI	Current practices reviewed.	Moved beyond business case. Beta version developed for mobile condition inspection and tested in the field. Demonstration project successful. Development areas identified for further development. Increases efficiency and usability of data.	
713.2	Undertake inspections of Council buildings and facilities from Asset Management Strategy.	Develop inspection program for the whole Bayside LGA.	Programmed inspections complete.	MCI	Program developed and inspections commenced.	Attention focussed on developing knowledge of the building stock in eastern part of City with 62 buildings inspected, with an additional 16 in the rest of the City.	

Action Code	Action	6 Month Milestone – December 2017	Annual Target	Responsibility	Progress 31 December 2017	Status as at 30 June 2018	
713.3	Rehabilitation program and minor modifications in Council buildings including painting, pointing, roofing, and electrical.	Program scope reviewed.	Program completed.	MCI	Program scope reviewed.	<p>Refurbishment project at Scarborough Park amenities at Barton Street; Scarborough Park East amenities complete.</p> <p>Completion of access ramp and minor improvements at Jack & Jill Preschool;</p> <p>Completion of Old St David's Church upgrade and associated landscape works; Demolition of Depena South toilets.</p> <p>Gap analysis complete.</p>	
713.4	Harmonise processes for asset condition monitoring.	Review practices and asset information.	Undertake a gap analysis and prepare project plan.	MCI	Condition information research underway.	<p>Condition monitoring harmonisation achieved for buildings, footpaths and open space. Road pavement condition monitoring well advanced through a current assessment project.</p> <p>2018/19 Program prepared. 100% Program complete.</p>	
713.5	Complete the Property and Buildings 2017/18 Special Rate Variation Program (SRV).	Progress the Property and Buildings 2017/18 Special Rate Variation Program.	Complete the Property and Buildings 2017/18 Special Rate Variation Program.	MPD	Property and Buildings 2017/18 Special Rate Variation program progressed and well underway.	Property and Buildings 2017/18 SRV program substantially completed, including 6 building projects at a value of \$6.5 million.	
713.6	Review utilisation and promote community facilities to encourage increased use and align with Council strategies.	Collate existing usage data and identify strategies to promote increased use.	Develop an implementation plan for approved strategies.	MPR	Working groups established to investigate the best use of Council's community facilities. Examining options of aligning the fees and charges to neighbouring Councils to encourage increased utilisation.	<p>Draft implementation plan being developed, including:</p> <p>Marketing strategies; the website; upgrading systems; customer experience strategies.</p> <p>Implementation Quarter 1, 2019/20.</p>	

Action Code	Action	6 Month Milestone – December 2017	Annual Target	Responsibility	Progress 31 December 2017	Status as at 30 June 2018	
713.7	Work with Department of Education (DoE) to explore opportunities for shared used facilities	Continue to collaborate with DoE on the Shared Use Facilities working party	Shared Use Facilities working party attended and policy drafted.	MBE	No meetings of the shared use working party were held in the first half of the year, due to program being under review.	The program was under review by Department of Education and meetings of the working party were held during the year.	

Accessible and Affordable Community Facilities

Action Code	Action	6 Month Milestone – December 2017	Annual Target	Responsibility	Progress 31 December 2017	Status as at 30 June 2018	
713.1	Develop a business case for condition inspections and monitoring using mobility in the enterprise asset management system.	Review practices and technology.	Complete business case.	MCI	Current practices reviewed.	Moved beyond business case. Beta version developed for mobile condition inspection and tested in the field. Demonstration project successful. Development areas identified for further development. Increases efficiency and usability of data.	
713.2	Undertake inspections of Council buildings and facilities from Asset Management Strategy.	Develop inspection program for the whole Bayside LGA.	Programmed inspections complete.	MCI	Program developed and inspections commenced.	Attention focussed on developing knowledge of the building stock in eastern part of City with 62 buildings inspected, with an additional 16 in the rest of the City.	
713.3	Rehabilitation program and minor modifications in Council buildings including painting, pointing, roofing, and electrical.	Program scope reviewed.	Program completed.	MCI	Program scope reviewed.	Refurbishment project at Scarborough Park amenities at Barton Street; Scarborough Park East amenities complete. Completion of access ramp and minor improvements at Jack & Jill Preschool; Completion of Old St David's Church upgrade and associated landscape works; Demolition of Depena South toilets. Gap analysis complete.	

Action Code	Action	6 Month Milestone – December 2017	Annual Target	Responsibility	Progress 31 December 2017	Status as at 30 June 2018	
713.4	Harmonise processes for asset condition monitoring.	Review practices and asset information.	Undertake a gap analysis and prepare project plan.	MCI	Condition information research underway.	Condition monitoring harmonisation achieved for buildings, footpaths and open space. Road pavement condition monitoring well advanced through a current assessment project. 2018/19 Program prepared. 100% Program complete.	
713.5	Complete the Property and Buildings 2017/18 Special Rate Variation Program (SRV).	Progress the Property and Buildings 2017/18 Special Rate Variation Program.	Complete the Property and Buildings 2017/18 Special Rate Variation Program.	MPD	Property and Buildings 2017/18 Special Rate Variation program progressed and well underway.	Property and Buildings 2017/18 SRV program substantially completed, including 6 building projects at a value of \$6.5 million.	
713.6	Review utilisation and promote community facilities to encourage increased use and align with Council strategies.	Collate existing usage data and identify strategies to promote increased use.	Develop an implementation plan for approved strategies.	MPR	Working groups established to investigate the best use of Council's community facilities. Examining options of aligning the fees and charges to neighbouring Councils to encourage increased utilisation.	Draft implementation plan being developed, including: marketing strategies, website, upgrading systems, customer experience strategies. Implementation Quarter 1, 2019/20.	
713.7	Work with Department of Education (DoE) to explore opportunities for shared used facilities	Continue to collaborate with DoE on the Shared Use Facilities working party	Shared Use Facilities working party attended and policy drafted.	MBE	No meetings of the shared use working party were held in the first half of the year, due to program being under review.	The program was under review by Department of Education and meetings of the working party were held during the year.	

Developing Strong, Healthy and Supportive Communities

Action Code	Action	6 Month Milestone – December 2017	Annual Target	Responsibility	Progress 31 December 2017	Status as at 30 June 2018	
714.1	Work with key stakeholders including Family and Community Services (FACS), South East Sydney Local Health District (SESLHD), community partners and NGOs to map existing services and identify gaps.	2 Planning workshops held with key partners.	Service map developed and targets set in partnership with key stakeholders.	MBE	1 Planning workshop held. Targeted initiatives identified for inclusion in Community Strategic Plan.	Service mapping developed with Government partners and stakeholders.	
714.2	Collaborate with local service providers to deliver enhanced service delivery models in-line with FACS' Early Intervention Reform Program.	Actively participate on and facilitate community forums and Interagencies.	Actively participate on forums and Interagencies to advocate for enhanced service delivery.	MBE	Actively participated in over 15 local and interagency forums.	Council participated in 15 interagencies to advocate better outcomes for residents.	
714.3	Partner with local and NSW stakeholders to advocate on behalf of the community and deliver local health initiatives.	3 local health initiatives developed and delivered.	6 local health initiatives developed and delivered.	MBE	Local health initiatives delivered including CARDRE (group of people working together) training, a Community Wellness project (in partnership with South East Sydney Community Connect) and, the 'Love your Mind', HSC Rescue mental health event (in partnership with St George Mental Health Interagency).	6 local health initiatives delivered for older residents. Additional sessions include Healthy Brain, Chair Yoga, Meditation and Salsa.	

Action Code	Action	6 Month Milestone – December 2017	Annual Target	Responsibility	Progress 31 December 2017	Status as at 30 June 2018	
714.4	Develop and implement a Community Capacity Building program with partners to support and celebrate our culturally diverse community through local and place based initiatives.	4 local, place based initiatives supported.	8 local, place based initiatives supported.	MBE	4 local place based initiatives were supported including: Love Your Mind, Mental Health & Wellbeing event in Rockdale Library; Focus on Ability Film Festival held to celebrate International Day of Disability in Eastlakes Community Centre and Rockdale Library; Migrant Information Day held in Rockdale Town Hall with over 400 community members participating.	Supported 8 local place based initiatives, including a pop up at Southpoint Shopping Centre, a Wolli Creek Safety Forum and Seniors Month and Arts Festival activities.	
714.5	Co-deliver Connecting Communities program in partnership with South Eastern Sydney Local Health District (SESLHD) through Council's Memorandum of Understanding with SESSLHD, and using the Asset Based Community Development (ABCD) approach.	2 ABCD projects identified.	4 ABCD projects identified and delivered.	MBE	'Doing it Differently', Asset Based Community Development (ABCD) grants program commenced.	20 projects using an innovative community development approach were identified and delivered through the \$150,000 Doing it Differently, grant program.	
714.6	Administer Bayside Council's community grants and Financial Assistance programs.	Community grants program delivered and Financial Assistance programs administered as per Council's Financial Assistance Policy.	Community grants program delivered and Financial Assistance programs administered per Council's Financial Assistance Policy.	MBE	Community Grants program delivered and Financial Assistance program administered.	Community Grants and Financial Assistance programs administered in accordance with the policy.	
714.7	Develop a Bayside Council Volunteer Strategy which supports Council and partners in the recruitment, training and support of volunteers.	Volunteer survey conducted and strategy drafted.	Volunteer Strategy adopted and implemented.	MBE	Volunteer survey completed.	Volunteer Policy developed and is being implemented	

Action Code	Action	6 Month Milestone – December 2017	Annual Target	Responsibility	Progress 31 December 2017	Status as at 30 June 2018	
714.8	Continuously monitor effectiveness of Council's direct services to ensure provision of best practice community outcomes.	Monitor direct service provision effectiveness	Monitor direct service provision effectiveness.	MRC	Continued provision of service to the community, in accordance with regulatory, legislative and funding requirements in children, aged and sports and recreation services across Bayside. Service reviews are currently being conducted across all Council's direct services.	Direct Services monitored and delivered in accordance with funding, legislative and regulatory requirements. Services reviews undertaken within the legislated National Frameworks and service improvements implemented to improve direct service provision effectiveness.	
714.9	Implement the Community Recognition Strategy.	Scope of Strategy identified and strategy developed.	Strategy adopted and implemented.	MBE	Scope of Strategy identified.	Strategy to be finalised in 2018/19.	
714.10	Support Bayside Youth through opportunities for representation on Bayside Council Strategic Reference Groups and through youth development activities delivered by Council and our partners.	Support Bayside Youth Strategic Reference Group.	On-going support of Bayside Youth Strategic Reference Group.	MBE	Council partners with local youth and youth organisations to support appropriate services and resources. Council facilitates youth development activities through partnerships with Police & Community Youth Clubs (PCYC).	Target is achieved through direct consultation with young people in drop in centres and partnerships with other local youth services.	
714.11	Support local youth through provision of and support for youth drop-in activities and school holiday activities, providing a soft-entry point for Youth Service providers.	Weekly Youth drop-in sessions and School Holiday activities held and well attended.	Drop-in sessions and Holiday activities held and well attended.	MBE	62 young people attended the July Holiday Program. 49 young people attended the October Holiday Program. 3 weekly youth drop in sessions delivered in the communities of Eastlakes and Hillside.	Drop in offered 3 times per week (girls only on Fridays). Numbers trending up to 60 young people. Up to 73 young people in holiday programs per week in 2018.	
714.12	Support Seniors Groups and Associations to deliver relevant and popular services.	Deliver organisational training for Senior's groups.	Seniors group planning day held.	MBE	Organisational training commenced with 3 Seniors' groups.	Organisational training commenced with 3 seniors groups to be finalised in 2018/19.	

Action Code	Action	6 Month Milestone – December 2017	Annual Target	Responsibility	Progress 31 December 2017	Status as at 30 June 2018	
714.13	Manage and deliver a centre based program for the aged and people with a disability.	Deliver 2 programs twice weekly.	100% of programs delivered and well attended.	MRC	Centre based programs delivered to eligible community members – mixed group and men’s group.	100% of Centre Based programs delivered, although some decline in community attendance due to participant illness, frail age and lack of referral from My Aged Care. My Aged Care is the National entry point to access services in the aged care system in Australia. My Aged Care supports older people, their families, and carers to access information on ageing and aged care, have their needs assessed and be supported to find and access services aligned with their needs	
714.14	Deliver home shopping service for the housebound.	150 grocery shops conducted.	300 grocery shops conducted.	MRC	208 grocery shops were conducted to eligible community members.	372 home shopping drop off services were conducted to eligible community members who were referred to our service through My Aged Care.	
714.15	Manage and operate Meals on Wheels program.	25 week service provision.	50 week service provision provided.	MRC	Service continues to operate and meet funding output - delivered meals 25 week service provision.	Meals on Wheels provided services for 50 weeks supporting eligible community members who were referred to Council service through My Aged Care.	
714.16	Manage and operate Long Day Care Centres.	85% utilisation rate.	85% satisfaction as per Annual Survey.	MRC	Bayside Children’s Service is currently operating at 93% overall utilisation rate, with vacancies taking place as a result of new enrolments and transitional placements across the service.	Long Day Centres continued to receive positive feedback and achieved 90% satisfaction level in the annual survey with regards to the Service delivery.	

Action Code	Action	6 Month Milestone – December 2017	Annual Target	Responsibility	Progress 31 December 2017	Status as at 30 June 2018	
714.17	Increase family engagement in Long Day Care Centres.	Quarterly updates showing increased participation.	Annual measure of engagement met.	MRC	Long day Care Centres held a number of family events with an increased family participation throughout the year. The end of year celebrations had the highest participation.	Long Day Centres continued to hold a number of service and community events to support family participation and engagement in the service. Family feedback received has been positive and demonstrated a high level of satisfaction with the service delivery.	
714.18	Manage and operate Family Day Care service.	108 Education & Care visits to FDC Educator.	216 Education & Care Visits to FDC Educator.	MRC	111 Education & Care service visits with an additional 12 contacts (above target).	223 Education and Care Service visits were conducted at educators' homes to maintain, monitor and ensure our home based educators are compliant with the National Quality Framework.	
714.19	Manage and operate School Aged Care (Before and After School Care/Vacation care).	80% Utilisation Rating.	80% utilisation of service.	MRC	90% Utilisation Rating met across Council's School Aged care program (above target).	Before and After School and Vacation care (Botany and Pagewood Public Schools) achieved 95% utilisation rate.	

Fostering a Safe Environment

Action Code	Action	6 Month Milestone – December 2017	Annual Target	Responsibility	Progress 31 December 2017	Status as at 30 June 2018	
715.1	Develop Bayside Council Community Safety Plan, with a focus on external partnerships, addressing perceptions of safety and streamlining community reporting systems.	Bayside Council Community Safety Plan adopted.	Bayside Council Community Safety Plan implemented and progress reported to the community.	MBE	Draft Community Safety Plan completed.	Draft Community Safety Plan completed and priority actions (graffiti removal, CCTV and education) implemented.	
715.2	Develop and maintain key partnerships to reduce crime and improve community safety.	Partner with Police through Local Area Commands, and attend Family and Domestic Violence Interagencies.	Partner with local LACs, and attend Family and Domestic Violence Interagencies.	MBE	Active role continues in the Local Area Commands and the Family and Domestic Violence Interagencies.	Council actively partners with 2 Police Local Area Commands and 2 Domestic Violence Committees.	
715.3	Deploy mobile CCTV cameras in accordance with Council's CCTV Camera Management Protocol, in response to identified illegal dumping hot-spots, reports of anti-social behaviours and requests from Police.	Mobile CCTV Cameras deployed within 5 working days in response to identified illegal dumping hot-spots, and as per the protocol in other cases.	Mobile CCTV Cameras deployed within 5 working days in response to identified illegal dumping hot-spots, and as per the protocol in other cases.	MBE	Mobile CCTV cameras deployed. Safer Streets funding secured for additional CCTV cameras for Wolli Creek and Brighton Le Sands.	Extra CCTV cameras deployed as per protocol responding to illegal dumping, anti social behaviour and requests from police.	
715.4	Undertake Safety Audit of all Council facilities once every three years or as required.	Identify and develop scope of audit program.	Undertake Safety Audits as per Safety Audit program.	MBE	Safety audits have commenced.	Safety audit program developed. Audit of two Council premises undertaken.	
715.5	Administer Council's Graffiti Removal Program in accordance with Council's policy.	Remove graffiti from Council and public facing property within 7 days, and remove offensive graffiti with 24 hours of reporting.	Remove graffiti from Council and public facing property within 7 days, and remove offensive graffiti with 24 hours of reporting.	MBE	Graffiti removed within the set timescales.	Graffiti removed from 2626 different sites in accordance with nominated timeframes.	

Action Code	Action	6 Month Milestone – December 2017	Annual Target	Responsibility	Progress 31 December 2017	Status as at 30 June 2018	
715.6	Act in response to complaints that fall within the Acts & Regulations where Council has been appointed as the primary Regulatory Authority.	90% of complaints actioned within 72hrs of receipt.	90% of complaints actioned within 72hrs of receipt.	MCO	90% target achieved.	5552 of the 5614 customer requests received were actioned within Council's guarantee of service.	
715.7	Conduct food shop inspections and Scores on Doors program across all Bayside suburbs.	50% of food shop inspections conducted.	100% of food shop inspections conducted.	MCO	65% of the food shop inspection program completed (above target).	100% of all regulated premises undertaken and annual report lodged with the NSW Food Authority.	
715.8	Conduct minimum of 4 Food Handling Workshops with food businesses across our Local Government Area.	2 workshops held.	4 workshops held.	MCO	4 workshops planned for April and June 2018.	6 Food Handling Workshops were held at 3 locations: Bexley, Hillsdale and Rockdale.	
715.9	Regulate the use of the Footway Trading Policy.	Respond to requests for investigation of breaches of licence conditions within 72 hours.	Respond to requests for enforcement action within 72 hours.	MCE	Council received 6 complaints and all were responded to within 72 hours.	Council received 2 complaints, actioned within 72 hours.	
715.10	Implement the Road Safety Program 2017/18 with annual matching funding from Roads and Maritime Services.	Deliver Road Safety programs including Child Restraint Fitting Days etc.	Prepare program for following year, and finalise current year's program.	MCI	Programs continuing.	Successful year of child restraint check days; Look Out Before You Step Out campaign; You're In Our Sights speed campaign; parent workshops for learner driver training; facilitating school crossings flags; advocating for maintenance of school zone speed patches and pedestrian crossing line marking maintenance complete.	

Action Code	Action	6 Month Milestone – December 2017	Annual Target	Responsibility	Progress 31 December 2017	Status as at 30 June 2018	
715.11	Implement Summer Program in Cook Park (increased regulatory presence on weekends and parking patrols and distribution of educational material promoting water safety and anti-littering).	Seasonal program commences December.	Seasonal program concludes February.	MCO	Seasonal Program commenced and 4 December weekend patrols undertaken.	Visual presence of Council officers to educate park users in correct litter disposal practice, provide advice and enforce regulatory requirements was undertaken, with 401 penalty infringement notices issued over the summer period.	
715.12	Enforce NSW Road Rules School Parking Patrol Program (376 parking patrols PA).	188 patrols.	376 patrols.	MCO	324 patrols completed with 301 fines issued for parking offences.	717 school patrols undertaken exceeding annual target.	
715.13	Establish Bayside Local Emergency Management Committee and provide assistance to Emergency Agencies.	Bayside LEMC established.	Ongoing support provided.	MCW	Continued management and provision of ongoing support to Local Emergency agencies as required.	Ongoing support provided, in particular: Traffic Control to Emergency Agencies. Negotiations with Randwick Council, Police & Fire and Rescue to set up Emergency Management Centre at Westpac Helicopter Base, La Perouse.	
715.14	Maintain the property database for Annual Fire Safety Statements.	Database maintained and updated.	Database maintained and updated.	MCE	Database maintained and in excess of 1240 properties have been updated.	Database maintained with in excess of 1511 properties updated.	
715.15	Implement Fire Safety Program.	Draft prepared.	Completed.	MCE	Processes implemented and inspection program commenced; preparation of the draft policy commenced.	Processes implemented and inspection program commenced. Draft policy developed in readiness for 2018/19.	
715.16	Monitor the Swimming Pool Safety Inspection Program.	Inspections conducted and completed on demand and in accordance with legislation.	Inspections conducted and completed on demand and in accordance with legislation.	MCE	30 inspections conducted and completed in accordance with legislation, which includes ensuring that that pools have safe barriers and non-climbable areas.	120 inspections conducted and completed in accordance with legislation, including ensuring that pools have safe barriers and non-climbable areas.	

Action Code	Action	6 Month Milestone – December 2017	Annual Target	Responsibility	Progress 31 December 2017	Status as at 30 June 2018	
715.17	Provide 12 children's immunisation clinics.	6 clinic days provided.	12 clinic days provided.	MCO	Immunisation program ceased due to lack of attendance.	Council no longer offers the service as there was little to no demand for the service.	
715.18	Undertake inspections of open space infrastructure and playgrounds from Asset Management Strategy.	Develop inspection program for the whole Bayside LGA.	Complete programmed inspections.	MCI	Program developed and inspections commenced.	32 inspections and reports completed. All public tennis courts inspected. Program complete.	
715.19	Implement Playground & Park Rehabilitation Program, including 2017/18 Special Rate Variation programmed playground upgrades.	Program scope reviewed.	Program completed.	MCI	Program scope reviewed.	Completion of playgrounds design at Seaforth Park. Designs ready for construction for Kingsgrove Avenue Reserve, Charles Daly Reserve, Scott Park, Shaw Street and Yamba Woorra Reserve. Construction of upgrade at Gardiner Park. Planning and commencement of Standfield Park shade and fencing and Chapel Reserve.	
715.20	Enforce the Companion Animal Act.	100% Dog attacks entered onto Council's reporting system within 72 hours.	100% Dog attacks entered onto Council's reporting system within 72 hours.	MCO	All dog attacks entered.	Total of 58 reported attacks, all entered onto Companion Animal Register (CAR) within 72 hours. 49 have been finalised, with 6 being handled by external agencies and 3 still under investigation by Council.	
715.21	Promote and hold Community 'microchip days' to promote responsible pet ownership.	1 microchip day provided.	2 microchip days provided.	MCO	Microchip days deferred due to absence of community demand.	1 Microchip day was held with a second deferred due to lack of community demand. Program to be reassessed for 2018/19.	

Encouraging Active Recreation and Leisure

Action Code	Action	6 Month Milestone – December 2017	Annual Target	Responsibility	Progress 31 December 2017	Status as at 30 June 2018	
716.1	Undertake key site assessments for the Botany Leisure Centre, Botany Golf Course and Mutch Park Squash Centre and Amenities.	Scope of works determined.	Needs analysis completed.	MSP	Botany Aquatic Centre commenced.	Not completed, however, condition assessment of Botany Town Hall and Botany Aquatic Centre to be completed by end Quarter 1, 2018/19.	
716.2	Review and consolidate Playground and Sports Field Infrastructure Strategies.		Strategies reviewed.	MSP	On hold pending appointment of staff resources.	Project to be integrated into Bayside Open Space & Recreation Strategy for commission Quarter 2, 2018/19.	
716.3	Develop Recreation policy and plans to identify, promote and support active recreation, leisure and sporting activities and initiatives delivered in our City.	Identify plans for promotion and implementation.	Plans implemented.	MSP	On hold pending appointment of staff resources.	Bayside Open Space & Recreation and Community Facilities Study to be commissioned Quarter 2 2018/19.	
716.4	Implement the Parks Improvement Program for active recreation.	Program scope reviewed.	Program completed.	MCI	Milestone achieved. Fry's Reserve project scope revised.	Design of standard cricket nets finalised. Construction completed of Scarborough Park cricket nets. Community engagement completed for nets at Frys Reserve. Business case completed in previous reporting period.	
716.5	Implement Recreation policy and plans.	Policy and plans scoped.	Draft Policy and Plans developed.	MRC	Drafting of Policy commenced.	Draft Policy complete. Community Facilities and Sport & Recreation Policy to be submitted to Sport & Recreation Committee in 2018/19, Quarter 2 and finalised for endorsement by Quarter 3 2018/19.	

Action Code	Action	6 Month Milestone – December 2017	Annual Target	Responsibility	Progress 31 December 2017	Status as at 30 June 2018	
716.6	Improve participation of all community groups in a range of active recreation, leisure and sporting opportunities.	Audit membership and participation rates in active recreation, leisure and sporting opportunity.	Develop and implement achievable targets for participation.	MBE	Audit process developed and underway.	Audit process developed. Implementation deferred until development of the Recreation Plan in 2018/19.	
716.7	Review and monitor existing lease and licences over community and sporting facilities.	Reconcile existing lease and licence agreements over community and sporting facilities into one consolidated register.	Review existing lease and licence agreements and identify lease/licence principles that can improve future agreements issued.	MPR	Work commenced on standardising leases for community and sporting facilities, with the application of financial models for some of Council's sporting facilities.	Review complete with following underway: Existing policies and procedures to be reviewed, and implemented; standardised documentation to reflect these policies and procedures; and further refinement to be implemented by June 2019.	
716.8	Manage and deliver Parks and Open Space bookings.	Ongoing management of requests for bookings delivered.	Bookings managed efficiently.	MRC	All requests relating to parks and open space bookings managed.	All requests relating to parks and open space bookings have been efficiently and effectively conducted, supporting the wider community access to our parks and open spaces for sports and recreational purposes.	
716.9	Carry out scheduled works of Council's parks and reserves to ensure they are fit for purpose to meet the community's needs.	All parks and open space programs are delivered in line with parks schedule.	Completion of all annual Parks and Open Space works programs.	MPS	All scheduled works completed year to date.	Maintenance programs delivered to approximately 400 parks and reserves on weekly, fortnightly and monthly programs providing fit for purpose parks and open space for the community. In general, all service delivery programs have been improved.	

Action Code	Action	6 Month Milestone – December 2017	Annual Target	Responsibility	Progress 31 December 2017	Status as at 30 June 2018	
716.10	Undertake annual Sportsground renovations.	All annual renovation programs are to be delivered in line with annual schedules.	All works carried out as per annual schedule.	MPS	Turf renovations completed on active parks - aeration, fertiliser application and topdressing.	Sports field renovations and seasonal change overs to approximately 60+ fields actioned accordingly throughout the year including aerated, fertilised, top-dressed, covering and uncovering of synthetic pitches, removing and storing goal posts. Major turf replacements and seeding works completed.	
716.11	Maintain Parks and Open Space lighting.	Parks and open space lighting maintained and fit for purpose.	Parks and open space lighting maintained and fit for purpose.	MPS	All scheduled works completed year to date.	Maintained all lighting within active parks to accommodate winter sports. Timers set in line with bookings, audits conducted quarterly to identify necessary repairs, including extensive lamp replacements at Jellicoe Park.	
716.12	Install synthetic field at Bicentennial Park (South).	Construction commenced.	Complete construction.	MPD	Construction completed.	Construction of synthetic field completed.	
716.13	Manage and maintain Botany Golf Course.	On-going management and maintenance as required.	Report on recommendations for future use of Botany Golf Course.	MRC	Botany Golf Shop and the Golf Course continued to be managed, maintained and supported to meet community needs.	Draft report has been prepared for presentation to Council with recommendations for future use of Botany Golf Course in 2018/19, Quarter 3.	

Valuing Lifelong Learning Opportunities

Action Code	Action	6 Month Milestone – December 2017	Annual Target	Responsibility	Progress 31 December 2017	Status as at 30 June 2018	
717.1	Deliver ongoing programs and events across all libraries to enhance life-long learning opportunities for the range of demographic groups within the community.	20 programs delivered including: Story time; Toddler time; Baby rhyme time; Book Week; Author talks; Chinese book groups; Local history talks; iPads for seniors training.	40 programs delivered.	MLC	724 sessions held with 18,954 participants. Programs included Early Literacy, Code Club, Book Clubs, Tech Help Training, Health and Wellbeing talks and author talks.	Over 70 programs delivered.	
717.2	Purchase books and media for libraries and develop a range of online services	Items for purchase identified.	Items purchased as planned.	MLC	Items purchased within budget.	17,372 new items purchased as planned.	
717.3	Provide an integrated library system across Bayside.	Refurbish Eastgardens Library with enhanced service model.	Refurbished Library & Customer Service Centre opened.	MLC	Refurbished Eastgardens Library and Customer Service Centre opened 21 October 2017.	Refurbished Eastgardens Library and Customer Service Centre opened 21 October 2017.	
717.4	Implement Digital Technology Strategy.	Strategy identified.	Recommendations implemented.	MLC	Customer Experience priorities identified, to be implemented in 2018.	The library digital strategy to be incorporated in the overall Council digital strategy. Due to be finalised in Quarter 1 2018/19.	
717.5	Implement initiatives to enhance access to information through wireless technologies.	Infrastructure to support business mobility in place.	Public Wi-Fi delivered efficiently.	MIT	Established a data centre service to enable improved mobility and ubiquitous access from any desired location.	Public Wi-Fi established at all Libraries and King Street Mall Rockdale.	
717.6	Implement an online booking system.	Online booking system implemented.	Online booking system fully utilised.	MLC	Booking system harmonised across the Council area. New system still to be purchased.	Purchase of a new print management and PC reservation system is in the final stages. Expected implementation in quarter 3, 2018/19.	

Action Code	Action	6 Month Milestone – December 2017	Annual Target	Responsibility	Progress 31 December 2017	Status as at 30 June 2018	
717.7	Hold pop up libraries in target areas where a library does not currently operate.	2 pop up libraries held.	4 pop up libraries held.	MLC	Pop Up Libraries held at the following: Rockdale Library 1st Birthday Celebrations and Christmas Carols.	6 pop up libraries held.	
717.8	Develop Bayside Home Library Service.	Home Library Service promoted within the community.	Increased participation in HLS.	MLC	Home Library Service harmonised with deliveries across the Council area.	Overall nursing home participation in the home library service has increased from 7 to 10.	
717.9	Develop Business Enterprise Hub.	Partner with Bayside Enterprise Centre to design a Business Enterprise Hub.	Seek funding for Business Enterprise Hub.	MLC	Alternate delivery method agreed. Developed partnership with Botany Enterprise Centre to deliver programs in the libraries supporting local business. 3 sessions were held with 41 participants.	Bayside Enterprise Centre (formerly Botany Enterprise Centre) successful in securing federal grant funding. The Library will work with the Bayside Enterprise Centre to run workshops in Quarters 1 and 2 2018/19.	

Theme Two

Liveable, Accessible and Vibrant Neighbourhoods

Snapshot of Performance:

Bayside Council advocates and plans for a liveable and vibrant community where the past and future coexist, and residents are able to access quality housing, affordable transport and exciting opportunities for employment, recreation and education.

Some of Bayside Council's achievements during the period July 2017 to June 2018 were:

- Finalising Bayside Arts Festival delivered during April with a major sculpture prize of \$50,000.
- Domestic Waste program successfully delivered to approximately 62,000 households and 170,000 residents. Improvements included 40% increase in clean up collection times to half the Bayside area and the introduction of a new Waste Services App.
- Illegally dumped articles removed in conjunction with Regional Illegal Dumping Squad (RID) with all requests investigated and collected by Council or those responsible for the offence.
- Collaborated with Department of Planning and held public consultation to advocate for open space and other improvements in Priority Precincts of Arncliffe, Banksia and Cook Cove.
- 83% reduction in the number of outstanding housing development applications compared to previous year.
- Traffic and road safety program implemented including: line marking, signage and pedestrian refuges,
- Implementation of a range of alternative transport strategies across Bayside that improve opportunities for safe, accessible and effective pedestrian and cyclist travel. These include cycleway diversions, improved pedestrian lighting, footpath upgrades and the installation of pram ramps at street thoroughfares
- Building Better Business Workshops held for local business operators in conjunction with Botany Enterprise Centre.
- Identified items of heritage/cultural significance to inform the Local Environment Plan.

A Place to be Proud of

Action Code	Action	6 Month Milestone – December 2017	Annual Target	Responsibility	Progress 31 December 2017	Status as at 30 June 2018	
721.1	Promote Bayside Council as a premier cultural hub.	Scope for Bayside Arts Festival identified and program developed.	Bayside Arts Festival delivered.	MBE	Bayside Arts Festival identified and program developed.	Bayside Arts Festival delivered during April with a major sculpture prize of \$50,000.	
721.2	Facilitate the implementation of the Public Art Policy across Council.	Work with Council's planning department to facilitate the implementation of Council's Public Art Policy in the DA process.	Public Art policy is implemented.	MBE	Public Arts Policy in development.	To be finalised in 2018/19.	
721.3	Deliver maintenance to Council's civil networks and infrastructure, including footpaths and car parks.	All scheduled maintenance programs are to be completed as per proactive schedules, or as reactive maintenance.	Maintenance program delivered.	MCW	Civil asset maintenance delivered to road, kerb and gutter as per proactive schedule and reactive maintenance.	All scheduled maintenance programs completed. Reactive Maintenance processes improved to reduce safety hazards.	
721.4	Continuation of Street Tree planting program.	All trees planted in accordance with the Street Tree Masterplan.	All trees planted in accordance with the Street Tree Masterplan.	MPS	All scheduled works completed.	Continuation of street tree planting program, approximately 500+ trees planted as identified by customer requests and Council projects.	
721.5	Implement weed control program.	Ensure Council's weed control program is implemented.	Annual weed control program completed.	MPS	All scheduled works completed.	All scheduled weed control programs effectively carried out within Bayside area, that is. Broadleaf weed control within active and high profile parks and non-selective herbicide within all roads and pathways.	

A Clean City

Action Code	Action	6 Month Milestone – December 2017	Annual Target	Responsibility	Progress 31 December 2017	Status as at 30 June 2018	
722.1	Undertake Waste Management Services.	Deliver an efficient Domestic Waste Service in line with Statutory requirements.	Program delivered.	MWC	Domestic Waste Services conducted in line with statutory requirements. Services and tonnages for the first 6 months of 2017/18 include; Garbage & Organics bin: 21,159 tonnes; Recycling: 5,754 tonnes; Clean Up & Illegals: 3,748 tonnes; Street Litter: 1,145 tonnes; Public Place Litter Bins: 773 tonnes; Residential and Council Green-waste: 674 tonnes; Mattresses: 4,103; and Metals: 55 tonnes.	Program successfully delivered to approximately 62,000 households and 170,000 residents. Improvements included a 40% increase in clean up collection times to half the Bayside area.	
722.2	Inform residents about Council's Domestic Waste and Clean Up Programs.	Develop and update information as required to inform the community of Council's Domestic Waste Services.	Clean up guides delivered and website maintained.	MWC	Over 60,000 Recycling Calendars and Waste Services Guides designed, printed and delivered. Information provided on Council's website. Delivered Waste Services App for residents to access all information and lodge online requests in real time.	Program delivered with implementation of Council's new Waste Services App, as well as a Waste Guide, calendars, magnets and up to date website content.	
722.3	Undertake litter management campaigns and enforcement.	Undertake proactive and reactive litter enforcement.	100% enforcement.	MWC	Litter management and enforcement undertaken: relabelled all public place bins with Council logos and new regulatory signage; upgrading all public place bins on Botany Road and Gardeners Road with larger 240L bin enclosures as opposed to 120L. The salvageable 120L enclosures re-painted and re-used in small reserves or parks that require smaller bins. Undertook various initiatives under the summer beachfront program.	Program delivered, with an increase of 2,400L of permanent public place litter bin capacity in priority precincts. An additional 26,000L of mobile bin capacity was introduced to the beachfront area in the warmer months.	

Action Code	Action	6 Month Milestone – December 2017	Annual Target	Responsibility	Progress 31 December 2017	Status as at 30 June 2018	
722.4	Deliver street sweeping program across the Bayside Council area.	100% of 6-month schedule complete (weather permitting).	100% 12-month schedule complete.	MCW	Mechanical and manual sweeping two times per month program.	Street sweeping program for 2017/18 for each street within Bayside area completed.	
722.5	Undertake public Domain cleaning.	100% of 6 monthly scheduled works completed.	Program delivered.	MWC	Public Domain cleaning program improved overall with increased resources.	Program delivered, with a substantial increase of town centre cleaning frequency. New footpath sweeping and cleaning equipment improved productivity.	
722.6	Ascertain hotspots through mapping and analysing reported incidents of illegal dumping.	Ensure surveillance is strategically placed to maintain a clean City.	Analysis report completed.	MWC	'Hotspot' registry updated and an additional 18 solar powered cameras introduced. The Clean City Project: Illegal Dumping in Community Open Spaces received a Highly Commended Award in 2017 by Keep NSW Beautiful, demonstrating a significant reduction in dumping and financial cost.	Program delivered with introduction of new heat-map analysis of troublesome areas generated from customer requests for illegal dumping.	
722.7	Investigate incidents of illegal dumping and enforce compliance.	100% reported incidents investigated.	100% of reported incidents investigated.	MWC	100% reported incidents investigated.	100% reported incidents investigated.	
722.8	Remove and dispose of illegally dumped materials throughout the City.	Remove and dispose of illegally dumped materials within 14 days after investigation proceedings.	Illegally dumped materials removed within timeframe.	MWC	All targets met and program conducted in partnership with the Sydney Regional Illegal Dumping (RID) squad.	Program delivered in alliance with Regional Illegal Dumping Squad (RID) with all requests investigated and collected by Council or those responsible for the offence.	

Developing for Now and the Future

Action Code	Action	6 Month Milestone – December 2017	Annual Target	Responsibility	Progress 31 December 2017	Status as at 30 June 2018	
723.1	Identify and manage proposals for major development/urban renewal areas to ensure growth is appropriately scaled and located and delivers community benefits.	Develop status reports as required.	Status reports completed as required.	MSP	Comprehensive list of Planning Proposals and timeframes prepared.	Ongoing assessment, reporting and decision making in relation to Planning Proposals as required.	
723.2	Revise and consolidate the Bayside Council Plan of Management to encompass all land under the ownership, management or care and control by Council.	Identify scope of project.	Plans of Management Revised.	MSP	On hold pending appointment of staff resources.	Review of Parks Plans of Management commended, with adoption by June 2021.	
723.3	Revise and consolidate the Bayside Council Development Contributions framework, including development of a Bayside Council VPA Policy.	No milestone scheduled.	No milestone scheduled.	MSP	Scope of Voluntary Planning Agreement (VPA) Policy prepared. Botany Bay Development Contributions Plan Review commenced.	Botany Bay 2016 Development Contributions Plan amended and adopted. Review of Contributions Framework commenced	
723.4	Contribute to the delivery of the NSW Government's Bayside West Priority Precincts incorporating Arncliffe, Banksia and Cooks Cove.	No milestone scheduled.	Collaborate with the Department of Planning & Environment to deliver best community outcomes.	MSP	Ongoing liaison with the Department of Planning & Environment.	Collaboration resulted in: Public meeting regarding land zoned B6 enterprise corridor along Princes Highway; SEPP amendment; liaison with state government about State Infrastructure Contributions and advocated for increased open space in precinct.	

Action Code	Action	6 Month Milestone – December 2017	Annual Target	Responsibility	Progress 31 December 2017	Status as at 30 June 2018	
723.5	Finalise and implement the Brighton Le Sands Masterplan.	Concept scope completed.	Project completed.	MSP	Briefing paper and project plan prepared.	Scope of Masterplan process confirmed.	
723.6	Develop a strategy for delivering the Wolli Creek Town Park.	Concept scope completed.	Masterplan completed.	MSP	Council resolved not to acquire 2 and 4 Guess Avenue. Planning proposal to remove Land Acquisition Reservation has commenced. Open space review has commenced.	Draft amendment to planning controls being prepared for public exhibition in Quarter 3, 2018/19; options for more open space being developed for Council to review in Quarter 3, 2018/19.	
723.7	Finalise a Qualitative Risk Assessment of Botany Industrial areas.	Commence discussions with the Department of Planning & Environment on the drafting of DCP and LEP controls based on the recommendations of the Denison Street Land Use Safety Study Review of Planning Controls.	Draft DCP and LEP controls based on the recommendations of the Denison Street Land Use Safety Study Review of Planning Controls.	MSP	Review of available information being undertaken. Progress changes to planning controls in 2018.	Met with community representatives (HERAG); draft amendments to planning controls to be reported to Council Quarter 3, 2018/19.	
723.8	Comply with Council's obligations under the Development Agreement to progress the construction of the Arncliffe Youth Centre.	Monitor compliance of Council's obligations under the Development Agreement to progress the construction of the Arncliffe Youth Centre.	Compliance of Council's obligations under the Development Agreement.	MPD	Council's obligations under the development deed monitored and Project Control Group meetings commenced.	Council complied with obligations of development deed monitored and Project Control Group meetings commenced.	
723.9	Conduct research on affordable housing policies, strategies and initiatives of other councils.	Continued participation on relevant committee's and working parties.	Participation on relevant committees and working parties.	MBE	Continued partnership with the St George Housing Interagency to conduct research on affordable housing policies, strategies and initiatives.	Continued participation with St George Housing Interagency to conduct research on affordable housing.	

Action Code	Action	6 Month Milestone – December 2017	Annual Target	Responsibility	Progress 31 December 2017	Status as at 30 June 2018	
723.10	Advocate for the strengthening of NSW Government policy to facilitate affordable housing across NSW.	No milestone scheduled.	Actively participate on SSROC and relevant committees.	MSP	Representations made to Sydney Alliance and the Minister for Planning in support of affordable housing.	Representations made to Department of Planning & Environment in relation to affordable housing.	
723.11	Investigate public mapping of Council infrastructure projects.	Review existing system capabilities for public mapping.	Business case completed.	MCI	Business case completed and supported. Listed for future update release of the website.	Limited mapping functions available, with capability to increase function in future releases of the website.	
723.12	Investigate and implement opportunities to improve assessment processing times for development applications.	Demonstrated improvement in assessment processing times.	90% of Housing DAs determined within 40 days.	MDS	Improvement of DA turnaround times pending recruitment of staff.	DA turnaround times have steadily improved over the last 12 months. As of July 2017 43 Housing DAs were outstanding and as of June 2018 only 7 remain undetermined.	
723.13	Assess and determine Development Applications (DAs) whilst monitoring customer satisfaction.	Undertake DA Customer Satisfaction Survey and compare to previous surveys.	Improvement in Customer satisfaction.	MDS	Consultant engaged to undertake DA customer satisfaction survey. Survey due to be carried out in April 2018.	Inaugural Bayside customer satisfaction survey was conducted to establish a baseline. Its findings will be shared with its participants in 2018.	
723.14	Deliver effective and competitive Complying Development Certification services to support the target of 90% of housing applications to be determined within 40 days for the City.	Number and percentage of certificates determined by Council within 40 days.	Number and percentage of certificates determined by Council within 40 days.	MCE	10 out of 11 (90.9%) of applications determined within 40 days.	All CDCs were determined within 40 days.	
723.15	Deliver effective and competitive Construction Certificate Certification services to increase market share.	Council to have determined 15% of the market share of CCs.	Council to have determined 15% of the market share of CCs.	MCE	Marketing material received; Council increased market share to 12%.	Council market share has increased to 18%.	

Action Code	Action	6 Month Milestone – December 2017	Annual Target	Responsibility	Progress 31 December 2017	Status as at 30 June 2018	
723.16	Harmonise processes for engineering permit applications.	Review application assessment process.	Implement improved and consistent approach.	MCI	Process assessment complete. Improvements made for consistency.	Processes harmonised for engineering public domain applications, one set of fees and charges prepared for the whole local government area for the 2018/19 financial year. All applications being processed and administered in the one system.	
723.17	Respond to complaints relating to unauthorised development, uses or unsafe structures.	90% of complaints actioned within 72hrs of receipt.	90% of complaints actioned within 72hrs of receipt.	MCO	90% target achieved.	99% customer request for unapproved building works were addressed within 72 hours of receipt in accordance with the guarantee of service.	

Integrated Transport Options

Action Code	Action	6 Month Milestone – December 2017	Annual Target	Responsibility	Progress 31 December 2017	Status as at 30 June 2018	
724.1	Advocate for an integrated, accessible and affordable transport system.	No milestone scheduled.	Active representation and advocacy provided.	MSP	Ongoing.	Liaison with Sydney Water and RMS to implement an active transport route in the Muddy Creek precinct; submission to NSW government about proposed F6 extension. Inputs to the South East Sydney Transport Strategy to continue in 2018/19.	
724.2	Plan for and advocate to minimise the impact of the proposed F6 / WestConnex.	No milestone scheduled.	No milestone scheduled.	MSP	Liaison with RMS and key stakeholders.	Advocacy for minimised impact and maximised public benefits through membership of Technical Working Groups with Roads & Maritime Services (open space and recreation, traffic and transport, property and environmental issues).	
724.3	Develop the transport infrastructure rehabilitation and renewal program.	Program scope reviewed.	Program completed.	MCI	Program scope reviewed.	In excess of \$80,000 committed to cycleway diversion projects designed for Cook Park, opposite Florence Street and Cook Park, opposite Scarborough Street. Construction commenced at Cook Park, opposite Florence Street. Pedestrian and Mobility Program implemented as well as lighting designs for pedestrian crossing commenced.	
724.4	Implement the Road Pavement and Transport Infrastructure Program.	Program scope reviewed.	Program completed.	MCI	Program scope reviewed.	Road re-sheeting program contracted. Completion expected in first quarter of 2018/19, to the value of \$2.51 million.	

Action Code	Action	6 Month Milestone – December 2017	Annual Target	Responsibility	Progress 31 December 2017	Status as at 30 June 2018	
724.5	Rehabilitation of regulatory and advisory traffic signage, line marking and traffic facilities, includes on road cycle ways.	Identify and rehabilitate line marking.	Identify and rehabilitate line marking.	MCI	Programs continuing.	Regular proactive and reactive maintenance undertaken on regulatory lines and signs. Replacement of vandalised signs included.	
724.6	Develop Traffic & Road Safety Program for Transport Infrastructure.	Program scope reviewed.	Program completed.	MCI	Program scope reviewed.	Following projects completed: <ul style="list-style-type: none"> • Fontainebleau Street, Sans Souci line marking, signage and pedestrian refuge. • 2 roundabouts at Moate Avenue on the corners of Sellwood and Henson Streets. • Somerville Street Arncliffe traffic island constructed. • Wolli Creek Road refuge islands construction, line marking, signage and rubber cushion pads. • Alexandra Parade, Rockdale rubber cushion pads installation. • Margate Street Ramsgate line marking. • Riverside Drive, Sans Souci pedestrian refuge, line marking and signage. • Traffic facilities designs completed Baxter Road, Mascot, Wollongong and Hamilton Roads, Arncliffe. 	

Action Code	Action	6 Month Milestone – December 2017	Annual Target	Responsibility	Progress 31 December 2017	Status as at 30 June 2018	
724.7	Develop the Bayside Cycling Strategy.	Expand on current Rockdale Strategy.	Bayside Cycling Strategy developed.	MSP	On hold pending appointment of staff resources.	Not complete though Bayside Integrated Transport Strategy to incorporate active transport strategies including cycling.	

Vibrant and Economically Viable Shopping Precincts

Action Code	Action	6 Month Milestone – December 2017	Annual Target	Responsibility	Progress 31 December 2017	Status as at 30 June 2018	
725.1	Implement Bayside Economic Strategy.	Work with BEC and local businesses to implement Bayside Council Economic Strategy.	Work with BEC and local businesses to implement Bayside Council Economic Strategy.	MBE	Working with Bayside Business Enterprise Centre has commenced.	Continued to work with the BEC and businesses to implement strategy through Annual Business Awards, Building Better Business workshops and bridging programs for students to business.	
725.2	Administer Local Area Funds.	Status reports developed.	Status reports completed as required.	MSP	Status reports developed.	Reports not prepared. Process improvement underway.	
725.3	Partner with Botany Enterprise Centre to deliver Building Better Business Workshop Programs for local business operators.	Deliver 2 Building Better Business Workshops.	Deliver 4 Building Better Business Workshops.	MBE	One Building Better Business Workshop delivered in partnership with Advance Diversity Services. Others planned for 2018.	Delivered 3 Building Better Business Workshops for local business operators and groups as per demand.	
725.4	Facilitate bridging programs for students between BEC, TAFE and business	Run 2 workshops for refugees and migrants studying English who wish to start their own business.	5 new businesses started within 12 months of receiving training.	MBE	One Workshop delivered.	Four businesses set to commence as a result of the successful community workshop program.	
725.5	Implement the Rockdale Town Centre Masterplan.	Activities associated with key sites within the Rockdale Town Centre to be reported on.	Activities associated with key sites within the Rockdale Town Centre to be reported on.	MSP	Urban design advice and design competition principles were incorporated into development assessment.	George Street, Rockdale carpark included in Capital Works Program 2018/19. Review of Rockdale Town Centre Masterplan to be included in community engagement for LEP and DCP in Quarter 1, 2019/20.	
725.6	Finalise concept design, scope and funding strategy for Arncliffe Thriving Town Centre.	Consultants engaged.	Draft concept design and scope confirmed.	MSP	Urban design principles incorporated into DCP and priority precinct DA awaiting DPE finalisation.	Public domain design and scope confirmed with funding from State Government.	

Action Code	Action	6 Month Milestone – December 2017	Annual Target	Responsibility	Progress 31 December 2017	Status as at 30 June 2018	
725.7	Promote the use of footway trading in accordance with Council's policy.	Increase in the number of footway trading agreements.	Increase in the number of footway trading agreements.	MCE	Draft policy prepared to extend footway trading to Bayside east. Council received an additional 15 footway trading agreements in this period.	Additional 31 Footway agreements established. Policy is scheduled to be rolled out in the 2018/19 financial year.	
725.8	Assess the feasibility of public car park projects for Mascot and Rockdale.	Compile feasibility study.	Feasibility Study completed.	MSP	Parking feasibility study completed for Rockdale area. Brief for Mascot area study commenced.	Parking feasibility study completed for Rockdale area. Brief for Mascot area study commenced.	
725.9	Enforce timed parking in shopping centres and business districts throughout the Bayside Council area.	Conduct regular parking patrols of shopping centres and business centres.	Enforce timed parking in shopping centres and business districts as required.	MCO	1284 patrols completed with a target of 820 patrols.	A total of 2520 parking patrols undertaken with 14,786 penalty infringement notices issued.	

Heritage that is Valued and Respected

Action Code	Action	6 Month Milestone – December 2017	Annual Target	Responsibility	Progress 31 December 2017	Status as at 30 June 2018	
726.1	Deliver ongoing Local History and Museum Services.	Local History and Museum programs and services identified.	Programs and services delivered.	MLC	Programs and services delivered, including Ron Rathborne Local History Prize, 2 talks at Mascot Library and George Hanna Memorial Museum.	Programs and services delivered. Highlights include anniversary exhibition and launch for the Rockdale Opera Company and visits to local schools.	
726.2	Identify opportunities to improve the management of heritage.	Opportunities identified.	Opportunities identified and actioned.	MSP	Advice provided on DAs and community enquiries. Rockdale interpretation plan and Botany Heritage study underway.	Completed review of information to identify cultural significance and inform LEP preparation in 2018/19.	

Theme Three

Sustainable and Value Natural Environment

Snapshot of Performance

We value the importance of our natural environment and strive to ensure the health and sustainability of our natural assets, waterways, wetlands and beaches for now and future generations

Some of the achievements for Bayside Council during the July 2017 to June 2018 period included:

- Dune works completed at Kyeemagh and Sans Souci.
- Exell Street drainage upgrade contract underway; Arncliffe Park drainage under review.
- Georges River Coastal Zone Management Plan actions implemented including: Dunal works along sections of Lady Robinsons Beach, Environmental restoration works at Scarborough/Bicentennial Ponds and Hawthorne Street natural area, 833 Bushcare hours supported.
- Natural areas restored including: Lady Robinsons Beach (Kyeemagh and Brighton Le Sands), Sir Joseph Banks Park, Landing Lights and Marsh Street wetland and Bicentennial and Scarborough Ponds.
- Introduced the Waste Avoidance and Resource Recovery (WARR) Strategy 2030 that sets the vision for improvement waste avoidance, resource recovery and recycling solutions.
- Floodplain Risk Management Committee established and first meeting held.
- Waste Less, Recycle More projects introduced as well as recycling workshops held with schools, businesses and the community.

Clean Waterways and Natural Environments

Action Code	Action	6 Month Milestone – December 2017	Annual Target	Responsibility	Progress 31 December 2017	Status as at 30 June 2018	
731.1	Implement Beach and Waterways Program.	Program scope reviewed.	Program completed.	MCI	Program scope reviewed.	Dune works completed at Kyeemagh and Sans Souci.	
731.2	Implement the Stormwater Drainage Program.	Program scope reviewed.	Program completed.	MCI	Program scope reviewed.	Exell Street drainage upgrade contract underway. Arncliffe Park Drainage under review.	
731.3	Implement key priorities in Council's adopted Biodiversity Strategy to protect and enhance natural areas.	Concept scope completed.	Project completed.	MSP	Priority actions of restoration, assessment of impacts and community engagement underway.	Implemented community education and volunteer programs, including Bushcare workdays (5 days per month), and citizen science monitoring programs, including Birds in Backyards, worked with Sydney Water to implement programs to improve water quality and completed environmental planning mapping to protect sensitive areas in Botany Bay area.	
731.4	Coordinate the implementation of the Georges River Coastal Zone Management Plan.	Scope of works confirmed and underway.	Works completed.	MSP	Ongoing implementation of Management Plan actions.	Action implemented Plan included: Dunal works in sections of Lady Robinsons Beach; Environmental restoration works at Scarborough / Bicentennial Ponds and Hawthorne Street Natural Area; Support and continue Bushcare / Landcare groups (including National Tree Day and Corporate Planting day) - 833 Bushcare hours.	

Action Code	Action	6 Month Milestone – December 2017	Annual Target	Responsibility	Progress 31 December 2017	Status as at 30 June 2018	
731.5	Implement the Georges River and Cooks River Catchments River Health Monitoring Program.	Seasonal monitoring.	Seasonal monitoring.	MSP	Monitoring underway.	Published the Georges River Health Card for 2016/17; Provided input into Georges Riverkeeper Rapid Site Assessment program.	
731.6	Water quality improvements to enhance Riparian zones and waterway assets.	Concept scope completed.	Project completed.	MSP	Aquatic weed removal commenced. Liaison with State Government, Orica and Sydney Water to identify opportunities.	Removal of sediment build up; on-going maintenance of gross pollutant traps; removal of aquatic weeds; on ground regeneration works within riparian zones and street sweeping.	

Thriving Natural Habitats

Action Code	Action	6 Month Milestone – December 2017	Annual Target	Responsibility	Progress 31 December 2017	Status as at 30 June 2018	
732.1	Implement Priority Species Management Plan.	Concept scope completed.	Project completed.	MSP	Works undertaken to protect grey headed flying fox habitat.	Completed including: Implemented Grey-headed Flying-fox management plan; undertook community education programs in relation to migratory birds; provided input in development impact on the green and golden bell frog; and undertook bushland restoration projects to protect threatened plant species	
732.2	Implement key priorities for inclusion in a Natural Areas Restoration Plan for Bayside Council.	Scope of work identified.	Natural Areas Restoration Plan developed and implementation commenced.	MSP	Contractor engaged and works commenced.	Completed including: Bushland and wetlands restoration works at 12 locations, including: Lady Robinsons Beach (Kyeemagh and Brighton Le Sands); Sir Joseph Banks Park; Landing Lights and Marsh Street wetland; and Bicentennial and Scarborough Ponds.	
732.3	Implement Riparian Buffer Revegetation.	Concept scope completed.	Project completed.	MSP	Weed control and planting along priority waterways commenced.	Weed control and natural restoration works at 12 sites covering 25.2 hectares.	

Environmental Management

Action Code	Action	6 Month Milestone – December 2017	Annual Target	Responsibility	Progress 31 December 2017	Status as at 30 June 2018	
733.1	Develop an integrated water management needs analysis for Bayside Council.	Concept scope completed.	Project completed.	MSP	Water Strategy Management Committee established.	First stage of the Water Management Study completed.	
733.2	Protect and restore the health of waterways and wetlands through planned Gross Pollutant Traps (GPTs) inspection and cleaning program.	Deliver Council's scheduled inspection and cleaning programs for GPT's and waterways.	Program implemented.	MCW	Environmental schedules in place for waterways, wetlands and GPTs. Program implemented.	All scheduled inspection and cleaning programs for 30 GPT's and 33 waterways completed.	
733.3	Plan for the effects of climate change on the floodplain with the Floodplain Management Committee.	Concept scope completed.	Project completed.	MSP	Terms of Reference prepared for Council adoption.	Floodplain Risk Management Committee established.	
733.4	Implement Council's Waste Avoidance Resource Recovery Strategy (WARRS) 2017/18.	Implement strategy and associated action plans.	Strategy completed.	MWC	Council's Draft WARR 2030 Strategy is nearing completion. It will align with both the Regional Strategy and Council's Community objectives. The Strategy is scheduled to be presented to Council by May 2018.	Program delivered with the introduction of the Waste Avoidance and Resource Recovery (WARR) Strategy 2030 that sets the vision for improved waste avoidance, resource recovery and recycling solutions.	
733.5	Maintain the contaminated land management and recording system through the development process.	No milestone scheduled.	Recording system maintained and actioned as required.	MSP	Ongoing.	Review of mapping database commenced Quarter 4, 2017/18.	

Sustainable and Energy Efficient Practices

Action Code	Action	6 Month Milestone – December 2017	Annual Target	Responsibility	Progress 31 December 2017	Status as at 30 June 2018	
734.1	Seek funding through the NSW Environment Protection Authority's 'Waste Less, Recycle More' Waste and Resource Recovery Initiative to develop a multi-functional waste campaigns.	Opportunities for funding sought and currently funded projects delivered.	Implement Campaign	MWC	Council received \$178,000 funding for 2018/19. Council also managing \$235,000 approved funds from previous periods to complete projects that are in progress. All projects tracking well.	Program delivered, with funding assigned to strategic projects approved by NSW EPA.	
734.2	Program and offer interactive recycling education programs to 35 schools and at 6 community events p.a.	6 monthly program delivered.	Program delivered and completed.	MWC	49 school workshops were provided to in the first 6 months of 2017/18. Additionally, Council has provided 6 community workshops or conducted educational events.	Program delivered, exceeding the set targets, educating schools, businesses and community.	
734.3	Implement community sustainability program of events and workshops.	7 events/workshops held.	15 events and workshops held.	MSP	11 workshops held.	15 workshops held.	
734.4	Develop user-friendly community resources to inform and educate the community on key local environmental issues.	Resources developed and distributed.	Resources developed and distributed.	MSP	Information provided on Council website. Educational brochures developed and distributed.	Completed with 6 issues of Bayside Environmental Newsletter emailed.	
734.5	Installation of water and energy efficiency and renewable energy initiatives. Refer CPP.	Concept Scope completed.	Project completed.	MSP	Briefs developed for energy and water projects. Procurement completed for solar installation.	Ongoing. Initiatives have been implemented.	
734.6	Monitor Council's energy and water usage for all of its sites.	Outcomes reported.	Outcomes reported.	MSP	All sites monitored.	Complete with all sites monitored and reported quarterly	

Theme Four

Trusted, Effective and Informed Leadership

Snapshot of Performance:

We value and model strong and ethical governance that is professional, transparent and accountable and are committed to meaningful community engagement which is reflected in our planning and decision making processes.

Some of the achievements for Bayside Council during the 2016/2017 financial year included:

- Community Strategic Plan 2018/30 adopted with the Delivery Plan 2018/21 and Operational Plan 2018/19.
- Community engagement included: Community newsletters to over 60,000 households, 12 e-newsletters to 40,000 subscribers, 50 Mayoral Columns in the Southern Courier, weekly Media Releases to local newspapers.
- Additional online services have been enabled including the DA Tracker, Waste App, Report an Issue.
- Councillor inductions delivered by December 2017 and ongoing professional development provided including attendance at key conferences.
- Stronger Community Grants Funding program distributed \$514K to 11 community organisations.
- Submissions made in relation to the F6 motorway and Arncliffe and Banksia Priority Precincts.
- 4 meetings held of the Risk & Audit Committee.
- Procurement framework improved through training of suppliers and staff.
- Organisational Culture, Climate and Employee Engagement plan implemented including: Corporate Values established, Reward and Recognition program, Work plans and Performance Reviews.
- Harmonised Council Agreement established resulting in Bayside employees operating under the same terms and conditions.

Engaged and Informed Community

Action Code	Action	6 Month Milestone – December 2017	Annual Target	Responsibility	Progress 31 December 2017	Status as at 30 June 2018	
741.1	Undertake responsive and accountable Integrated Planning and Reporting to deliver the community vision and needs.	Community Strategic Plan drafted following consultation with the community.	Community Strategic Plan adopted, Delivery and Operational plans drafted.	MBE	Extensive community engagement conducted to support the development of the draft Community Strategic Plan.	Community Strategic Plan 2018/30 adopted with the Delivery Plan 2018/21 and Operational Plan 2018/19.	
741.2	Inform the community and stakeholders about Council business, news and activities via multimedia channels and maintain Council's image through positive media relations.	Community informed through multiple media channels including, but not limited to, producing 2 community newsletters; weekly media releases for local media; updating Council's social media and website with information and key messages.	4 community newsletters produced and community informed. Positive Council image promoted and enhanced to the community.	HCE	Continuing to meet expected deadlines for publications including the bimonthly Newsletter.	Council continues to actively engage with its residents and community. Council's key engagement strategy includes: Distributed several community newsletters to over 60,000 households, sent 12 e-newsletters to 40,000 subscribers, 50 Mayoral Columns in the Southern Courier, weekly Media Releases to local newspapers. Council also has a strong social media presence with information posted daily and reaching over 32,000 viewers per month.	
741.3	Prepare and produce key documents in alternative formats and community languages.	Manage, edit and produce Council document as required.	Council document edited and produced for public exhibition in accordance with the determined time frames.	HCE	Continuing to meet demand for multicultural editorial requests.	All major Council documents include information on how to ask for help if English is not your first language or are hard of hearing.	
741.4	Hold 6 monthly Community Forums to inform the community of Council's progress.	1 Community Forum held.	2 Community Forums held.	MBE	No formal Community Forums have been held, however, Councillors have attended various community events listening to residents' concerns.	1 formal Community Forum has been held with 80-100 residents attending.	

Action Code	Action	6 Month Milestone – December 2017	Annual Target	Responsibility	Progress 31 December 2017	Status as at 30 June 2018	
741.5	Implement a range of methods to engage the community including surveys, online and face to face methods as outlined in Council's adopted Communication & Community Engagement Strategy.	Surveys and community engagement activities conducted as required and reported to community.	Surveys and community engagement activities conducted as required and reported to community.	MBE	One Pop Up engagement commenced in Southpoint Shopping Centre.	Engagement activities have been held on site and through Have Your Say website, including for the Strategic Plan and projects in the public domain.	
741.6	Develop and maintain the 'Talking Bayside' Community Panel.	Minimum 250 participants recruited.	Minimum 500 participants recruited.	MBE	Recruitment for the 'Talking Bayside' panel will commence in 2018.	Talking Bayside Panel deferred till 2018/19. Minimum 500 participants were consulted re Disability Inclusion Action Plan, and Community Strategic Plan.	

High Customer Service Standards

Action Code	Action	6 Month Milestone – December 2017	Annual Target	Responsibility	Progress 31 December 2017	Status as at 30 June 2018	
742.1	Provide excellence in customer service across Bayside Council community touchpoints.	Bayside Customer Service strategy adopted.	Bayside Customer Service strategy implemented.	MLC	Bayside Customer Service strategy yet to finalised, however, harmonisation of services completed with opening of new Eastgardens Library & Customer Service Centre.	Customer service enhancement program designed and currently being implemented. Due for completion in quarter 2, 2018/19.	
742.2	Analyse customer requests and complaints recorded in the Customer Request Management System.	2 reports to Executive Committee.	4 reports to Executive Committee.	MLC	Two reports to Executive Committee.	Two reports delivered. Reporting framework is being reviewed. 12 month summary of 2017/18 requests and complaints to be presented to Executive in Q1 2018/19.	
742.3	Participate in the National Local Government Customer Service Network Benchmarking Program and report performance.	Continued participation in Program.	Program undertaken 3rd quarter, data evaluated and reported by end June 2018.	MLC	Participation in Program continued.	Currently reviewing options for service benchmarking.	
742.4	Enhance the use of technology to provide increased service delivery and information services to the community.	New website launched with harmonised online services for the community including paying rates and invoices online, reporting graffiti and applying for 149, 603 and 121 ZP certificates.	Online services for the community increased to enable more transactions with and information from Council via its website.	MIT	New Bayside website launched which provides centralised online services for the community, including paying of rates and invoices, applying for certificates and reporting graffiti.	Additional online services have been enabled including the DA Tracker, Waste app, Report an Issue. Implementation of Bayside Digital Strategy will further enhance ability to deliver online services.	

Supporting Local Democracy

Action Code	Action	6 Month Milestone – December 2017	Annual Target	Responsibility	Progress 31 December 2017	Status as at 30 June 2018	
743.1	Support September 2017 Local Government Elections.	Support to NSWEC provided.	Not applicable for 2017/18.	MGR	Successfully supported NSW Electoral Commission.	Council responsibilities in Local Government elections finalised.	
743.2	Conduct Councillor's induction following September 2017 elections.	Key elements delivered.	Complete program delivered.	MGR	Councillor development program established and delivered in accordance with Office of Local Government guidelines.	Councillor inductions delivered by December 2017 and ongoing professional development provided.	
743.3	Deliver an ongoing professional development program for individual Councillors.	3 professional development opportunities attended by Councillors.	6 professional development opportunities attended by Councillors.	MES	Councillor attendance at professional development and networking opportunities including 8 induction sessions; 1 LGNSW Workshop; 1 LGNSW Annual Conference.	Councillor attendance continued at professional development and networking opportunities, including 8 induction sessions; State Government briefings by the Roads & Maritime Services, NSW Police and Department of Environment & Planning. Attendance and participation at conferences, including Australian Mayoral Aviation Conference; Waste Conference; National General Assembly of Local Government (NLGA). Such attendance provided opportunities to put motions on beach restoration and illegal dumping.	
743.4	Implement new business paper system for Council and administration meetings.	New business paper system in place – Council meetings supported.	Business paper system supporting all relevant committees.	MGR	New system implemented, staff training ongoing. System expanded to other committees and meetings to enable consistency.	All Council and Committee meetings are using the corporate business paper system.	

Action Code	Action	6 Month Milestone – December 2017	Annual Target	Responsibility	Progress 31 December 2017	Status as at 30 June 2018	
743.5	Harmonise sub-delegations to staff across the organisation.	Completed set of harmonised sub-delegations.	Not applicable for 2017/18.	MGR	Sub-delegations have been determined and are being rolled out to all applicable staff.	16 out of 21 business units have harmonised sub-delegations. Balance have interim arrangements with all expected completion by December 2018.	
743.6	Actively participate at the regional level on boards and forums such as the Mayoral Aviation Council and the SSROC to secure positive outcomes for the Bayside community.	Participation and attendance at meetings.	100% representation at meetings.	MES	Providing high level administrative and secretarial office support to the AMAC. Total hours of support averaging 13 hours per month.	Australian Mayoral Aviation Conference (AMAC) attended by nominated Councillors continued to provide focus for aviation activities impacting Bayside. For over 15 years, administrative support has been provided at no cost to the AMAC. Councillor participation at meetings of the Southern Sydney Regional Organisations of Councils (SSROC) remains ongoing.	
743.7	Participate in, and contribute to the NSW LGSA in communication and lobbying to the NSW Government on NSW wide industry issues.	Number of issues lobbied relevant to Bayside community.	100% representation of issues.	MES	Councillors attended November Southern Sydney Regional Organisation of Councils Annual General Meeting and the Stronger Communities Community Grant Funding Assessment Panel meeting.	Facilitation and assessment of the Stronger Community Grants Funding program (Round 2) distributed \$514K to 11 community organisations. Submissions made in relation to the F6 motorway and Arncliffe and Banksia Priority Precincts. Such submissions were informed by residents' views.	
743.8	Harmonise access to Information policy, publication guide and procedures.	Publication guide completed.	Documents and processes harmonised.	MGR	Policy developed for adoption February 2018. Publication guide and procedures drafted for staff engagement.	Policy and procedures adopted. Publication Guide reviewed.	

Action Code	Action	6 Month Milestone – December 2017	Annual Target	Responsibility	Progress 31 December 2017	Status as at 30 June 2018	
743.9	Investigate and implement avenues to promote active participation of residents in local democracy.	1 Civics Workshops held with new citizens, information promoting local democracy distributed at events and community engagement activities.	2 Civics Workshops held with new citizens, information promoting local democracy distributed at events and community engagement activities.	MBE	Council working with migrant resource centres to develop a number of workshops and materials to be distributed.	At a number of workshops and engagement activities held with new citizens a range of information was distributed on local democracy.	
743.10	Educate local primary school students on the role of local government.	Civics training conducted with 6 primary schools.	Civics training conducted with 12 primary schools.	MBE	Civics training conducted with 6 primary schools.	All schools contacted to offer Civics training. Further 2 primary schools involved.	
743.11	Improved response times to enquiries received from Councillors.	75% of enquiries responded to within timeframes. 25% of outstanding enquiries provided with reasons for delay in finalising.	100% of enquiries responded.	MES	Councillor request report for the 2nd quarter, due January 2018.	Reporting on Councillor activity for the first year of term noted representation at 60 meetings and 986 representations requesting services or information on behalf of Bayside residents.	
743.12	Civic events attended by the Mayor and/or Councillor representative.	Number of Civic Events attended by the Mayor (or Councillor representative).	Number of Civic Events attended by the Mayor (or Councillor representative).	MES	Mayor or delegated representative hosted or attended 22 community; cultural and civic events.	Mayor or delegated Councillor representative hosted or attended 89 community, cultural and civic events.	

Ethical Governance

Action Code	Action	6 Month Milestone – December 2017	Annual Target	Responsibility	Progress 31 December 2017	Status as at 30 June 2018	
744.1	Implement a single Electronic Document Records Management System (EDRMS) using a best practice Records Classification system.	Records classification system implemented.	Consolidated EDRMS established.	MGR	Planning commenced for rollout of consolidated EDRMS; state based records classification system in place at both former Councils and continues to be used.	Consolidated EDRMS to be operational by December 2018.	
744.2	Consolidate hardcopy records to off-site storage and scan priority documents.	Project commenced.	Project finalised.	MGR	Identified all hard copy records across the 2 former council's digitation and archiving program commenced.	Hardcopy records moved to safe repository, with scanning undertaken as required.	
744.3	Harmonise Council policies across the organisation.	Key governance, financial and procurement policies complete.	All existing policies of former councils reviewed.	MGR	Key governance, financial and procurement policies completed.	All key policies have been reviewed and adopted. A revised program for the harmonisation of policies is being implemented throughout 2018/19.	
744.4	Harmonise Enterprise Risk Management Policy, strategies, procedures and action plans.	Policy and strategies adopted; procedures developed.	Training program delivered; quarterly reporting established.	MGR	Enterprise Risk Management Policies and strategies adopted with risk registers harmonised across Council.	Harmonised Policy and Strategy adopted. Crisis Management training delivered and quarterly reporting framework established.	
744.5	Undertake risk analysis for all key business services and implement relevant action plans.	Risk analysis program adopted.	Completed for key business services.	MGR	Risk analysis program adopted for all strategic and operational risks. Strategic risks identified.	Draft Operational Risk Register (including key services) prepared. Draft register to be approved and implemented 2018/19.	
744.6	Harmonise Business Continuity Plans.	BCP Review action plan developed and reported.	BCP complete.	MGR	BCP action plan developed and reported with timelines and milestones.	BCP administration precinct at Rockdale adopted to be tested during 2018/19. BCP's will be developed and implemented for all other sites during 2018/19.	

Action Code	Action	6 Month Milestone – December 2017	Annual Target	Responsibility	Progress 31 December 2017	Status as at 30 June 2018	
744.7	Support local government regional organisations and other bodies with common interests.	Meetings attended.	Council involvement and support of organisations maintained.	MGR	Meetings of Southern Sydney Regional Organisation of Councils attended as scheduled.	Meetings of Southern Sydney Regional Organisation of Councils attended as scheduled.	

Strong Financial Management

Action Code	Action	6 Month Milestone – December 2017	Annual Target	Responsibility	Progress 31 December 2017	Status as at 30 June 2018	
745.1	Develop Bayside Council Long Term Financial Plan (LTFP).	LTFP framework developed.	LTFP adopted.	MFE	Framework developed and implementation time line established.	Draft Long Term Financial Plan prepared for adoption Quarter 1 2018/19.	
745.2	Coordinate the implementation of Council's Productivity and Savings Program.	Early milestones achieved and future milestones planned.	Program complete and implemented.	MFE	Ongoing productivity and service improvements achieving savings through better service delivery.	Delayed – program and reporting to be further developed during 2018/19.	
745.3	Prepare 2018/2019 and monitor the 2017/2018 Operational Budgets.	Budget performance monitored and reported quarterly.	Budget adopted.	MFE	1st quarter budget performance monitored and reported to Council in November.	Quarterly budget reviews completed in accordance with statutory requirements. 2018/19 budget adopted June 2018.	
745.4	Review and implement Debt Recovery Policy.	Debt Recovery Policy implemented.	Debt Recovery Policy reviewed.	MFE	Review deferred to 3rd quarter.	Deferred to 2018/19.	
745.5	Maintain and review Council's Rating Structure.	No milestone scheduled.	Rating Structure reviewed and maintained.	MFE	As a merged Council, Bayside's Rating Structure cannot be altered until 2020. Rating Policy to be reviewed in the 3rd quarter.	Revenue policy adopted as part of the 2018/19 operational plan.	
745.6	Ensure accurate processing of creditor payments.	Creditor payments processed through a single system.	Best practice payments process implemented.	MFE	All creditor payments for Bayside Council processed through one system from July 2017 in accordance with a reviewed and improved creditor process.	All payments processed accurately through the corporate financial system.	
745.7	Prepare Financial Statement in line with relevant legislation and policy.	Statement finalised, audited. A report to Council for adoption.	Draft Statement prepared.	MFE	Preparation of Bayside Financial Statements delayed to 3rd quarter due to delay in finalisation of the former City of Botany Bay 2015/16 Financial Statements.	Draft 2016/17 statements prepared and referred for audit.	

Action Code	Action	6 Month Milestone – December 2017	Annual Target	Responsibility	Progress 31 December 2017	Status as at 30 June 2018	
745.8	Migrate designated accounting functions from both former Councils to one system.	Number of functions transitioned for the start of 2017/18.	Planning in place for remaining functions to migrate.	MFE	Accounts payable, general ledger, budgeting, sundry debtors and treasury have been transitioned to a single system. Transition of remaining functions continue as programmed.	Rating functions consolidated into Council's land information system in April 2018. Migration plan for remaining functions developed to be implemented during 2018/19.	
745.9	Establish an interim internal audit program.	Program approved and 'health checks commenced.'	4 completed 'health checks' reported.	MGR	Program approved by Risk & Audit Committee and health check program commenced.	3 of the 4 health checks are substantially completed, finalised in 2018/19. Scope and timeline of the remaining health check have been revised for completion in 2019.	
745.10	Hold 4 ordinary Audit Committee meetings.	2 meetings held.	4 meetings held.	MGR	Two meetings held, August and November 2017.	4 meetings held,	
745.11	Monitor and report implementation status of internal audit outcomes to Audit Committee.	2 quarterly reports completed.	4 quarterly reports completed.	MGR	Reports completed and reported to August and November.	4 reports completed and reported to the Risk & Audit Committee.	
745.12	Develop an Internal Controls Framework.	Draft completed and adopted.	Framework reviewed and amended.	MGR	Project Plan developed and work commenced on internal control and processes.	Framework agreed and implementation is underway.	
745.13	Review Council's property portfolio and investigate opportunities to improve financial sustainability and service delivery.	Investigate opportunities for property portfolio and report these to the Investment Strategy Working Group.	Investigate opportunities for property portfolio and report these to the Investment Strategy Working Group.	MPR	Profiling of property portfolio underway to improve its performance through upgrades; auditing of systems and processes underway.	Review completed. Implementation commenced with improvements to the existing portfolio underway, including: development of Disposal and Acquisition strategy; development of leasing strategy, including new performance standards and implementation of a new property management system.	

Strong Asset Management

Action Code	Action	6 Month Milestone – December 2017	Annual Target	Responsibility	Progress 31 December 2017	Status as at 30 June 2018	
746.1	Supplier and staff education programs on procurement governance framework delivered.	50% supplier and staff education programs implemented.	a Supplier education program delivered at least once per annum. b Staff education programs delivered twice per annum.	MPT	Education programs have been held for staff on: Code of Conduct; Supplier Relations; Procurement system use; Procurement policy and procedures. Mailing campaign to all suppliers regarding Council's Business Ethics, Procurement Policy and Terms of Supply.	Education program delivered to all new suppliers along with an annual mail out to all suppliers regarding Statement of Business Ethics. Multiple education programs delivered to staff including: <ul style="list-style-type: none"> Relational Trading Training Corruption Prevention Procurement training is provided to all new staff.	
746.2	Finalise asset specific management plans for critical assets (library, plant and equipment).	Draft plans prepared.	Plans adopted and reported.	MPR	Condition of Council's Property portfolio being ascertained to determine performance of Council's buildings and in turn the capital works and asset maintenance required.	Council's Property portfolio being ascertained to determine performance of Council's buildings and in turn the capital works and asset maintenance required.	
746.3	Purchase of medium and heavy Plant.	Procurement completed in line with adopted program.	Procurement completed in line with adopted program.	MPT	Purchasing program developed, undertaken in accordance with program.	Purchase of medium and heavy plant achieved within approved program and budget.	
746.4	Purchase of light vehicle fleet.	Procurement completed in line with adopted program.	Procurement completed in line with adopted program.	MPT	Purchasing program developed, undertaken in accordance with program.	Purchase and replacement of light vehicle fleet completed within the replacement program and approved budget.	
746.5	Manage and maintain Council's fleet to ensure optimum performance.	Service and maintenance programs completed as scheduled.	Service and maintenance program delivered.	MCW	Fleet maintenance of Council heavy and light vehicles undertaken to the appropriate technical and environmental standards.	All service and maintenance programs completed as scheduled for Council Fleet and reported Maintenance incidents undertaken satisfactorily.	

Action Code	Action	6 Month Milestone – December 2017	Annual Target	Responsibility	Progress 31 December 2017	Status as at 30 June 2018	
746.6	Prepare designs for future Asset Development Projects.	Designs developed as asset development projects come on line.	Designs developed as asset development projects come on line.	MCI	Programs continuing.	Program complete including park surveys, road surveys and Town Hall lighting design.	

Professional Work Environment

Action Code	Action	6 Month Milestone – December 2017	Annual Target	Responsibility	Progress 31 December 2017	Status as at 30 June 2018	
747.1	Implementation of Organisational Structure.	Organisational Structure approved. Consultation and implementation commenced.	100% of Organisational Structure implemented.	MPC	Organisational structure fully implemented.	Organisational structure fully implemented.	
747.2	Develop Organisational Culture, Climate and Employee Engagement plan (OCCE).	Plan developed and 40% of OCCE plan implemented.	90% of OCCE plan implemented.	MPC	Plan developed, approved and 50% of the plan implemented. Corporate Values developed and implemented. Reward and Recognition program developed and implemented.	OCCE Plan, Corporate Values, Reward and Recognition program, Induction program and Work plans and Performance Reviews developed and implemented.	
747.3	Maintain and develop appropriate Human Resources Management Policies to attract, develop and retain a skilled and motivated workforce.	Policies, strategies and activities developed.	80% of policies, strategies and activities implemented.	MPC	20% of policies developed and approved.	All key human resources policies developed and approved.	
747.4	Develop Workforce Strategy and Plan to support the new local government entity.	Project Plan and Methodology Developed and approved.	Workforce Strategy and Plan developed and approved.	MPC	Workforce Strategy developed and approved.	Workforce Strategy developed and approved.	
747.5	Implement Employee Engagement Strategy.	40% of the strategy implemented.	80% of the strategy implemented.	MPC	Strategy developed, approved and 50% implemented.	Plan developed and implemented. Corporate Values developed and implemented. Reward and Recognition program developed and implemented. Induction program developed and implemented. Work plans and Performance Reviews developed and implemented.	

Action Code	Action	6 Month Milestone – December 2017	Annual Target	Responsibility	Progress 31 December 2017	Status as at 30 June 2018	
747.6	Implement CIP (Core Infrastructure Project) to ensure that Bayside Council's IMT requirements are delivered in a cost effective, reliable, secure and timely manner.	Infrastructure migrated to data centre with new links in place.	Infrastructure operating to SLA levels	MIT	Data centre service established with expanded communication links to all Council work places. Service level agreements developed with a professional service provider resulting in improved cost effectiveness, reliability, security and response time.	Infrastructure built and available, service level agreements established, full migration of data to be completed by December 2018.	
747.7	Implement CAP (Core Applications Project) to ensure that Bayside Council has the systems and applications in place to support the delivery of services to the community in a timely and reliable manner.	Central applications completed including G/L, Payroll, ERDMS, Council Reporting system.	CRM and operations systems harmonised.	MIT	Consolidated General Ledger, new reporting system established. Consolidated payroll system and EDRMS projects commenced.	Consolidated Payroll Systems, Customer Request System Harmonised, Single Electronic Document Record Management System platform by November 2018. Remaining consolidations to be completed by June 2019.	
747.8	Purchase and maintain stock to ensure efficient supply and service delivery to Council.	Stock inventory audited for efficiency and capability.	Efficient and timely supply delivered.	MCW	Efficient and timely supply delivered.	Efficient and timely supply delivered year ending 2017/18.	
747.9	Harmonise Work Place Health and Safety system. SWMS review and implementation of online incident notification system.	Strategy, policies and processes harmonised and implemented.	Workplace Health & Safety system developed and implemented.	MPC	Work Health & Safety Policy developed.	40% of Work Health and Safety System Developed and implemented.	
747.10	Hold quarterly WH&S Committee Meetings to improve Workplace Safety	2 meetings held.	4 meetings held.	MPC	2 meetings held.	4 WH&S meetings held.	

Action Code	Action	6 Month Milestone – December 2017	Annual Target	Responsibility	Progress 31 December 2017	Status as at 30 June 2018	
747.11	WH&S inspections carried out in accordance with annual schedule.	45% of inspections carried out in accordance with annual schedule.	90% of inspections carried out in accordance with annual schedule.	MPC	45% of inspections carried out in accordance with annual schedule.	100% of inspections carried out in accordance with schedule. A number of additional inspections carried out over the last 6 months.	
747.12	Investigate and manage claims against the Council.	Investigations completed and quarterly reports to Audit Committee.	Investigations completed and quarterly reports to Audit Committee.	MGR	Investigations completed and reported to Council in August and November.	4 reports completed and reported to the Risk & Audit Committee.	
747.13	Identify and implement strategies to improve workers compensation management.	40% of long term worker's compensation claims closed.	60% of long term workers' compensation claims closed.	MPC	62.5% of long term worker's compensation claims closed.	70% of long term workers compensation claims closed.	
747.14	Implement staff and leadership training and development program.	Program developed and implemented.	90% of program delivered.	MPC	Staff and leadership training, and development program developed.	Learning and Development Program developed. Approved training programs implemented.	
747.15	Develop and implement a harmonised performance management system.	Performance management system developed and implemented.	Staff working with clearly outlined goals and objectives detailed in a work plan.	MPC	Performance management system implemented.	Performance Review process implemented.	
747.16	Develop and implement Project Harmony - review and harmonisation of employee's terms and conditions.	Terms and conditions reviewed and mapped.	A Council Agreement signed between the parties and implemented.	MPC	Terms and conditions reviewed and mapped.	Council Agreement has been signed resulting in Bayside employees operating under the same terms and conditions.	
747.17	Implement internal communication competency.	POC and Communication team's employees trained.	Intranet fully utilised as a tool for communication.	MPC	Training for POC staff is scheduled for June 2018.	Communication training held.	
747.18	Human Resources Management policy harmonisation.	50% of the policies harmonised.	100% of the policies harmonised.	MPC	20% of policies developed and implemented.	All key human resources policies function have been developed and implemented.	

Sydney Airport and Port Botany

Action Code	Action	6 Month Milestone – December 2017	Annual Target	Responsibility	Progress 31 December 2017	Status as at 30 June 2018	
748.1	Manage the Airport Business Unit.	Contractual service delivery maintained.	Financial viability of Sydney Airport contract No. 3192 assessed.	MBU	Council met its contractual services with evidence of receiving no penalty points for non-delivery of services.	Council met its contractual services with evidence of receiving no penalty points for non-delivery of services.	
748.2	Provide advocacy and representations on traffic issues and freight movements associated with the development and operations of Port Botany and Sydney Airport.	No milestone scheduled.	Active representation and advocacy provided.	MSP	Ongoing.	Attend Port Botany Consultative Committee meetings, Sydney Airport Planning Meetings and Community Forum. Liaise with Roads & Maritime Services/Transport for NSW and NSW Ports in relation to Sydney Gateway Project, Port Rail Line Duplication and Sydney Airport Masterplan	

Planning for a new Council

Action Code	Action	6 Month Milestone – December 2017	Annual Target	Responsibility	Progress 31 December 2017	Status as at 30 June 2018	
749.1	Review and refine operation of new corporate asset management, finance and procurement application system.	Review completed and systems harmonisation developed.	Systems harmonisation implementation commenced.	MGR	Program reviewed and harmonisation plan developed and commenced.	Project on hold subject to a review of relevant corporate business systems.	
749.2	Work in Partnership with staff to develop an accommodation strategy.	Consultation process developed and implemented.	Accommodation strategy implemented.	MPC	Co-location project 100% implemented.	Co-location project 100% implemented.	
749.3	Support and coordinate the implementation of the Service Review Framework for the new Council including the development of detailed service plans	Service review methodology developed in consultation with key internal stakeholders.	Service Review methodology implemented.	MES	Draft Service Review Framework to be prepared.	Framework established for Service Reviews. Progressing the review of priority services including Aged Care (Meals on Wheels.)	

STATUTORY REPORTING

Local Government Act, Section 428 (3) & (4)

In addition to the progress reporting, Council reports on the following matters in accordance with the Local Government Act 1993, the associated (General) Regulation and other legislation.

Additional Information

Local Government Act 1993

Sec 428 (3) & (4)(b)

Sec 428 (4)(b) cl 217(1)(a1)

Sec 428 (4)(b) cl 217(1)(b) & (c)

Sec 428 (4)(b) cl 217(1)(a)

Sec 428 (4)(b) cl 217(1)(a2)

Sec 428 (4)(b) cl 217(1)(a4)

Sec 428 (4)(b) cl 217(1)(a3)

Sec 428 (4)(b) cl 217(1)(a5)

Sec 428 (4)(b) cl 217(1)(a6), (a7) & (a8)

Sec 428 (4)(b) cl 217(1)(a9)

Sec 428 (4)(b) cl 217(1)(e)

Sec 428 (4)(b) cl 217(1)(e1)

Sec 428 (4)(b) cl 217(1)(f)

Sec 508 & 508(a)

Condition of Public Assets

Councillor Fees

Senior Staff

Overseas Visits

Contracts Awarded

Private Works

Legal Proceedings

Financial Assistance

External organisations

Equal Employment Opportunity

Stormwater Management

Coastal Protection

Companion Animals Act

Special Rate Variations

Access to Information

Government Information (Public Access) Act 2009

Internal Reporting

Public Interest Disclosures Act

Code of Conduct Complaints

Code of Conduct Procedures

Disability Inclusion Plan

Disability Inclusion Act 2014

Swimming Pools

Swimming Pools Act 1992

Carers

Carers (Recognition) Act 2010

Financial Statements

Local Government Act 1993

The audited financial statements have been delayed and the Office of Local Government has granted an extension to 28 February 2019. The audited financial statements are therefore not included in this report. They will be published separately at a later date.

Condition of Public Assets

Sections (3) & 4(b) – IP&R Planning & Reporting Manual

Assets deliver important services to communities. A key issue facing Bayside Council is the management of ageing assets in need of renewal and replacement.

Infrastructure assets such as roads, drains, bridges, recreation and public buildings present particular challenges. Their condition and longevity can be difficult to determine. Financing needs can be large, requiring planning for large peaks and troughs in expenditure for renewing and replacing such assets. The demand for new and improved services adds to the planning and financing complexity.

The creation of new assets also presents challenges in funding the ongoing operating and replacement costs necessary to provide the needed service over the assets' full life cycle.

The former councils of the city of Botany Bay and Rockdale City both prepared Asset Management Strategies to assist the councils in improving the way it delivers services from infrastructure.

These reference strategies are:

- ▶ Asset Management Policy, Strategy and Plan, City of Botany Bay, 2012.
- ▶ Asset Management Strategy, Rockdale City Council, 2013-2025.

Both reference strategies remain current until they are reviewed by Bayside Council under the Integrated Planning and Reporting cycle.

Both strategies identify key assets under the control of the former councils, now Bayside, which include:

- ▶ Public Infrastructure assets:
 - Transport, including road pavements, road edges, road islands, footpaths and paving, bridges.
 - Buildings, including community buildings, administration buildings, operations buildings, library buildings, recreation buildings.
 - Open Space, including active parks, passive parks, and furniture and land improvements.
 - Stormwater, including pits, pipes, culverts, open drains, water quality management devices.
 - Land.
- ▶ Service Delivery Infrastructure:
 - Fleet, including vehicles, plant and equipment.
 - Office, including information technology and communications.
- ▶ Library Resources.

Detailed information on the network evaluation of public assets, including scale of public asset inventory and condition rating, is included in detail in the reference strategies.

Additional details of the financial analysis of public assets may be found in the reference strategies, and in Financial Statements, published separately.

Mayoral / Administrator and Councillor Fees

Section 428 (4)(b) cl 217(1)(a1)

Fees

Bayside Council completed the first quarter of 2017/18 under Administration. The period of Administration ended with the return of elected representation commencing 9 September 2017. The fees paid to the Administrator and Councillors are indicated below:

Classification	
Administrator Fees	\$58,845

Classification	
Mayoral Allowance	\$49,647

Classification	
Councillor Fees	\$291,532

Expenses and Facilities

During the financial year, the amounts expended on the provision of facilities and payment of expenses in accordance with the Expenses & Facilities Policy, are summarised in the following table.

Expense	Amount
Telephone Calls	\$4,624
Conference & Seminars	\$30,903
Training & Skill Development	\$600
Interstate Visits	\$0
Overseas Visits	\$0
Office Equipment	\$39,570
Spouse / Partner	\$0
Child / Family Care	\$0
Other Expenses *	\$8,309
Total:	\$84,006

*Includes vehicle, travel and parking

The itemised details for each Councillor are outlined in the following table, as required by Council's policy – amounts are rounded to the nearest dollar.

Councillor	Telephone	Conferences	Training	Interstate	Overseas	Office	Spouse/Partner	Family/Child	Other
Awada						\$2,649			\$49
Barlow						\$2,649			\$85
Bezic		** \$1,317				\$2,649			\$350
Curry	\$273	\$3,485				\$2,700			\$1,369
Ibrahim			\$600			\$2,649			
Kalligas	\$722					\$2,649			
Macdonald		\$5,496				\$2,649			\$350
McDougall		\$825				\$2,195			\$601
Morrissey	\$447					\$2,680			\$129
Nagi		\$7,963				\$2,195			\$734
Poulos	\$725					\$3,313			\$350
Rapisardi	\$90	\$3,373				\$2,649			\$658
Saravinovski	\$395	\$825				\$2,649			\$677
Sedrak	\$968	** \$2,141				\$2,649			\$1,186
Tsounis	\$1,004	\$5,479				\$2,649			\$1,771

*There were no expenses incurred for overseas, interstate / spouse / partner, family / child items.

**Expenses incurred for conference non-attendance have been reimbursed in July 2018.

Senior Staff Remuneration

Section 428 (4)(b) cl 217(1)(b) & (c)

Council provides the following information on the total remuneration packages for the financial year for the General Manager and the following senior staff positions: Director City Futures, Director City Life, Director City Performance, Director City Presentation and Major Projects Delivery Director.

	General Manager	Senior Staff
(i) the total value of the salary component of the package	\$357,155	\$1,185,795
(ii) the total amount of any bonus payments, performance payments or other payments made to the general manager or other senior staff that do not form part of the salary component	nil	nil
(iii) the total amount payable by the council by way of the employer's contribution or salary sacrifice to any superannuation scheme to which the general manager or other senior staff may be a contributor	\$42,552	\$110,023

The following information is a summary of the non-cash benefits and associated fringe benefits tax for the general manager and other senior staff for the 2017/18 financial year:

	General Manager	Senior Staff
(iv) the total value of any non-cash benefits for which the general manager or other senior staff may elect under the package	\$8,360	\$65,018
(v) the total amount payable by the council by way of fringe benefits tax for any such non-cash benefits	\$12,192	\$45,136

Overseas Visits

Section 428 (4)(b) cl 217(1)(a)

There were no overseas visits by the Administrator, Mayor, Councillors or other council representatives during the financial year that were funded by Council.

The General Manager, Ms Meredith Wallace, in her capacity as a member of the Resilient Sydney Steering Committee, attended the 100 Resilient Cities Network Exchange in Santiago de Chile on 4-8 December 2017, noting that all costs associated with this opportunity were funded personally or by the Rockefeller Foundation.

Contracts Awarded

Section 428 (4)(b) cl 217(1)(a2)

Council awarded the following major contracts during the financial year.

Contractor	Goods or Services	Contract Value
Glascott Landscape & Civil	Eastlakes Reserve embellishment	\$473,177
Turf One Pty Ltd.	Bicentennial Park synthetic turf.	\$1,556,520
2020 Projects	Scarborough Park amenities & kiosk – Production Ave NB: Scarborough and Tonbridge are one package.	\$2,686,053
Michael Camporeale	Bexley Oval amenities and kiosk	\$565,400
Opus International Consultants	Wentworth Ave / Baker St / Page St intersections – Design	\$4406,800
Mansfield Corporation Pty Ltd	Jellicoe Park amenities & kiosk, and park embellishment	\$1,491,165
McGregor Coxall	One package: Cahill Park Masterplan Implementation; Cahill Park Seawall	\$216,270
Spackman Mossop Michaels	Pine Park Masterplan Implementation	\$259,920
<ul style="list-style-type: none"> • Class Occasions Hire Pty Limited • Events Festivals Weddings Pty Ltd • Pattis Hire Services Pty Ltd • Pillingers Hiring Service Pty Ltd • Posh Events Pty Ltd • The Trustee for Benson Family Trust T/A Walkers Party Hire • Australian Concert and Entertainment Security Pty Ltd • ECS International Security Pty Ltd • Reddawn Australia Pty Ltd • ISEC Australia Pty Ltd • Event Sports Projects Australia Pty Ltd 	Events Infrastructure Panel Specialised Events Security Panel Specialised Events Traffic Management	\$4,000,000
AT & L	Tender for Consultancy Services for Arncliffe St, Willis St & Guess Ave Road and Drainage Design & One Way Circuit, Wollie Creek	\$345,193
Civil Construction Partners	Exell St Drainage – Design	\$530,882
Ally Property Services	Angle Parking Upgrade - Brighton Street	\$91,782
Mack Civil Pty Ltd	Alfred St Nth car park Ramsgate Beach	\$126,887

Legal Proceedings

Section 428 (4)(b) cl 217(1)(a3)

The following is a summary of legal proceedings and associated costs incurred during the financial year. The cost do date amounts shown are unaudited as the audit of the financial statements has not been completed at the time of this report.

Name	Issues	Status	Result (if finalised)	Cost to date
Ronald Zerafa	Local Court – defended nuisance dog penalty notice (first offence) and nuisance dog penalty notice (second offence)	Finalised	Matters withdrawn by Council on legal advice	\$1,750
Panayiotis Theodosiou	District Court appeal against Local Court penalty imposed (parking Penalty Notice)	Finalised	Offence proved – Matter dismissed Section 10(1)(a) Crimes (sentencing procedures) Act 1999	\$2,552
Qun Gang Yang	District Court appeal against Local Court penalty imposed (parking Penalty Notice)	Finalised	Matter dismissed	\$2,962
Anthony Mawer	Local Court – 4 defended Parking penalty notices	Finalised	All 4 offences proved Professional costs of \$2,200 awarded	\$4,014
Kostos Pty Ltd	Local Court – defended EP&A Act penalty notice	Finalised	Matter withdrawn by Council on legal advice	\$4,372
Built Constructions Pty Ltd	Local Court – defended Pollute waters (Corporation) penalty notice	Finalised	Matter withdrawn by Council on legal advice	\$1,902
Andrea Korn	Class 1 appeal against a Council EP&A Act Order – Land and Environment Court	Finalised	Section 34(3)(a) Agreement – Land and Environment Court Act	\$24,632
Various Karimbula Properties	Court of Appeal against Land & Environment Court	Continuing		
Goodman and Others	Supreme Court of NSW. Proceedings regarding recovery of monies from misappropriating resulting from ICAC Operation Ricco	Continuing		\$560,231

Financial Assistance

Section 428 (4)(b), CI 217(1)(a5)

Council provided financial assistance and made contributions and grants as follows:

Recipient	Amount
3Bridges Community Ltd	\$1,340
3Bridges Community Ltd	\$1,500
3Bridges Community Ltd	\$50,000
Al Zahra College	\$200
Ane Neilsen	\$250
Arncliffe Public School	\$200
Arncliffe Public School P&C Association	\$2,694
Arncliffe Public School's Parents and Community Assoc.	\$1,400
Arncliffe West Infants Public School	\$200
Athelstane Public School	\$200
Australia Day Botany Bay Regetta Committee	\$950
Banksmeadow Public School	\$200
Banksmeadow PublicSchool P&C Association	\$5,000
Bardwell Park Infants School	\$200
Bay City Care Inc	\$ 5,000
Bethany College Hurstville	\$200
Bexley Golf Club	\$450
Bexley North Public School	\$200
Bexley Public School	\$200
Birdie Productions	\$250
Birdie Productions	\$182
Bonnie Doon Golf Club Ltd	\$900
Botany Bay Business Enterprise Centre Ltd	\$5,000
Botany Bay Business Enterprise Centre Ltd	\$4,833

Recipient	Amount
Botany Family and Childrens Centre Incorporated	\$50,000
Botany Public School	\$200
Botany Public School	\$1,500
Botany Public school P &C	\$4,737
Brighton Le Sands Public School	\$200
Cairnsfoot Special School	\$200
Carlton Public School	\$200
Creativity Inc	\$5,000
Daceyville Public School	\$200
Dolls Point Soccer Club	\$48,400
Eastlakes Public School	\$200
Event & Sports Projects Australia Pty Ltd	\$2,989
Fighting Chance Australia LTD	\$5,000
James Cook Boys Technology H.S	\$200
JJ Cahill Memorial High School	\$200
Kingsford Smith Scout Group	\$1,500
Kingsgrove Community Aid Centre	\$19,880
Kingsgrove High School	\$200
Kingsgrove Public School	\$200
Kyeemagh Public School	\$200
Little Heroes Swim Academy	\$1,500
Macedonian Orthodox Community Church St Petka Inc	\$24,568
Mascot Senior Citizens	\$500
Matraville Public School	\$200
Moorefield Girls High School	\$200
Moving Forward DFV Case Management Services Inc.	\$24,829

Recipient	Amount
Moving Forward DFV Case Management Services Incorporated	\$10,068
NSW Athletic League Inc	\$5,000
Nurses On Wheels Australia Ltd	\$50,000
Our Lady of Fatima Primary School	\$200
Pagewood Public School	\$200
Pagewood Seniors	\$1,260
Pagewood Seniors	\$500
Paul Frederick Brown	\$2,000
Ramsgate Public School	\$ 200
Rockdale Public School	\$200
Rockdale RUF Club	\$50,000
Rotary Club of Maroubra	\$3,910
Rotary Club of Maroubra	\$150
Sans Souci Public School	\$200
Shopfront Arts Co Op Ltd	\$5,000
Shopfront Arts Co Op Ltd	\$1,500
Shopfront Theatre For Young People	\$50,000
South Eastern Community Connect	\$5,000
South Eastern Community Connect	\$1,500
South Eastern Community Connect	\$49,654
St Bernards Catholic Primary School	\$200
St Dominic Saviour School	\$200
St Francis Xavier Primary School	\$200

Recipient	Amount
St Gabriel's Primary School	\$200
St George Brass Band	\$500
St George Children with Disabilities Fund Inc.	\$25,000
St George School	\$200
St George Swim Club	\$450
St George Youth Services INC	\$50,000
St Joseph Italian Pensioner Group	\$500
St Joseph's Primary School	\$200
St Mary's & St Mina's Coptic Orthodox College	\$400
St Mary's Star of the Sea Primary School	\$200
St Michael's Catholic School	\$200
St Therese Catholic Primary School	\$200
St Thomas Moore School	\$200
St Ursula's College	\$200
Sydney Technical High School	\$200
The Bay Community Garden Incorporated	\$30,327
The Deli Women and Children's Centre	\$26,996
The Scout Association of Australia NSW Branch	\$1,500
The Shepherd Centre	\$5,000
Windgap Foundation Limited	\$5,000
Women's Community Shelters	\$1,000
Total	\$660,166

External Organisations

Section 428 (4)(b)

Council participated in various ways in the following external bodies, including corporations, partnerships, trusts, joint ventures, syndicates or other bodies.

External Bodies with Council Delegation

Section 428 (4)(b) cl 217(1)(a6)

There are no external bodies which carry out functions delegated by Council. On 14 December 2016, Council resolved to establish an Independent Hearing and Assessment Panel, referred to as the 'Bayside Planning Panel' from 1 March 2018 the Bayside Local Planning Panel was mandated by legislation. It comprises appropriately qualified people independent of Council as well as community representatives.

The Bayside Local Planning Panel is charged with determining a range of development applications on behalf of Council and reviewing and making recommendations to the Council about planning proposals. Panel determinations are made as independent assessments consistent with the Local Environment Plan and Development Control Plans, adopted by Council.

Controlling Interest by Council

Cl 217(1)(a7)

Council has no controlling interest in companies or other bodies.

Participation by Council

Cl 217(1)(a8)

Council participates in the following external forums in order to further its objectives. Such forums are often community bodies or groups of councils with a particular interest and these are listed below:

Australia Day Botany Bay Regatta Committee

Organises, conducts and promotes water-based activities for Australia Day.

Australian Mayoral Aviation Council

Represents aviation interests of councils that have airports in their area.

Bayside Business Enterprise Centre

A non-profit organisation that promotes and supports small business.

Bayside Floodplain Risk Management Committee

This Committee has a number of community representatives including technical Council staff along with up to three (3) Councillor Representatives. Council chairs meetings of the Committee. Its main objective is to assist Council with the development and implementation of one or more floodplain risk management plans for its service area.

Botany Historical Trust

The Botany Historical Trust was established in 1994 with the then Council of the Municipality of Botany Bay nominated as Trustee. The primary role of the Trustee under the Trust Deed is to acquire, preserve and display historic artefacts and records from and of the Botany Bay area for the people of the then local government area. While the Trust Deed allows for successors of the Council of the City of Botany Bay namely now Bayside Council, it limits its activities to the Botany Bay area.

CALD Partnerships

Culturally and Linguistically Diverse (CALD) initiatives are delivered through a memorandum of understanding with Skills Council of Australia, and other partnering arrangements with Advanced Diversity Services, local and state government agencies, health organisations, educational institutions and other community organisations.

CivicRisk Insurance Group

Council is a member of three related organisations delivering insurances to Council (as described below).

(i) CivicRisk Mutual (previously named United Independent Pools)

CivicRisk Mutual is a Local Government discretionary mutual set up in 2005 to provide a variety of general insurances to its 16 member Councils. These include but are not limited to Property, Motor Vehicle, Councillor/Directors and Officers cover.

(ii) CivicRisk Metro

CivicRisk Metro (previously named Metro Pool) was established approximately 30 years ago when public liability and professional indemnity insurance was almost impossible to obtain for Local Councils. The member Councils joined together pooling their resources to create a self-insured fund with a higher level of insurance purchased collectively from the market. The insurance Pool has successfully delivered public liability protection for its member Councils and is regarded as the most successful example of Councils working together in partnership. The pool has protected the members from the cyclical nature of the insurance market with an objective to maintain excellent coverage for its members and stability in contributions. CivicRisk Metro also ensures that its members apply an enterprise risk management philosophy by providing training, support and professional development to meet the member's needs.

(iii) Mutual Management Services

Mutual Management Services Ltd (MMS) is a company limited by guarantee and was created to provide administration services to the 3 CivicRisk self-insurance pools CivicRisk West (previously Westpool), CivicRisk Metro (previously Metro Pool) and CivicRisk Mutual (previously United Independent Pools). MMS operates as a mutual for the benefit of the members who are the 16 Councils which make up our combined CivicRisk membership being Bayside, Blacktown, Blue Mountains, Burwood, Camden, Cumberland, Fairfield, Hawkesbury, Hunters Hill, Kiama, Lane Cove, Liverpool, Parramatta, Penrith, Shellharbour and Wollongong.

MMS was created to move the administration staff and responsibilities from Westpool (now CivicRisk West) to a separate entity that provides the services to all 3 pools. The creation of the administration company was an internal structure change to assist with meeting commercial obligations rather than a change in the underlying operations. MMS holds an Australian Financial Services License (AFSL) number 493789 which ensures it meets the ASIC obligations for the management of the 3 CivicRisk insurance Pools.

Cooks River Alliance Board

An association of councils, implementing a strategic plan for the Cooks River Catchment.

Georges River Combined Councils Committee (GRCCC)

The GRCCC is a formal group of nine Councils, as well as community and agency representatives in the Georges River catchment, whose mission is to advocate for the protection, conservation and enhancement of the health of the Georges River, by developing programs and partnerships, and by lobbying government organisations and other stakeholders.

Lydham Hall Management Committee

Lydham Hall is one of the oldest homes in the St George area and dates back to the 1860s. The Committee comprises a group of volunteers and Councillors who meet on a regular basis to run and administer the historical Lydham Hall for functions including weddings and morning teas.

Metropolitan Mayors Association

An association of the Sydney councils focused on coordination, advocacy and action on matters of shared concern of all councils in the Sydney metropolitan area.

NSW Metropolitan Public Libraries Association

Represents the concerns of local government libraries in the Greater Sydney Region to the State and Federal Governments.

Rockdale Community Nursery, Management Committee

The purpose of this committee is to direct the operations of the nursery by providing guidance, professional advice, funding and community support to the Nursery Manager. The committee is made up of representatives from Council and the Intellectual Disability Foundation of St George.

Southern Sydney Regional Organisation of Councils (SSROC)

SSROC is an association of 11 municipal and city councils in the southern area of Sydney. SSROC provides a forum for the councils to deal with common issues, particularly those that cross boundaries. Key issues include planning, environment, transport, sustainability, procurement and waste management.

Sydney Coastal Councils Committee

The Sydney Coastal Councils Committee is a group of 15 councils established to promote coordination between member councils on environmental issues relating to the sustainable management of the urban coastal environment.

Equal Employment Opportunity

Section 428 (4)(b) cl 217(1)(a9)
Implementation of EEO Plan

Council's Equal Employment Opportunity (EEO) Management Plan sets out four focus areas as follows:

- 1 *Recruitment and selection of EEO Target Groups.*
- 2 *Retention and professional development of EEO Target Groups.*
- 3 *A workplace free from discrimination, harassment and bullying.*
- 4 *A workplace culture that displays fair practices and behaviours.*

To achieve the aims of this EEO management plan, the EEO action plan makes specific reference to initiatives that specifically target each of Focus Areas. During the financial year a number of initiatives were implemented against Council's EEO focus Areas.

In regard to Focus Area 1:

- Council has updated its Recruitment and Selection Policy making particular reference to EEO Target Groups.
- Council is implementing an electronic recruitment software to allow for the easy application of vacancies for people within the EEO Target Group.
- Council gathers demographic data to aid in the reporting of EEO statistics.
- Council had entered into a Partnership with Settlement Services International participating in the Friendly Nation initiative, four employees have been employed through this partnership.
- A graduate program continues to operate.
- The collection of data on our culturally diverse workforce will progress with the upgrade of the Human Resources Information Management System, from CHRIS 21 to iCHRIS.

In regard to Focus Areas 2, 3 and 4:

- A number of staff across Council were recognised and rewarded for high performance through Council's Staff Award's event.
- A substantial number of workshops has been delivered to educate staff in the prevention of workplace bullying and harassment.
- An induction program is in place to reinforce Bayside Council's expected standard of behaviors, including behaviours that drive a workplace culture that demonstrate Bayside Council's values, display fair practices and is free of bullying and harassment.
- A leadership program continues to be implemented. The program is tailored to each leader's development area and provides a blended learning of on-line learning, face to face learning, coaching and homework.
- Council has developed and implemented a comprehensive learning and development program to ensure career paths are available to employees.
- Council continues its Performance, Planning & Review System designed to provide feedback on performance and on the key workplace behaviours and focus competencies displayed by staff.

Stormwater Management

Section 428 (4)(b) cl 217(1)(e)

As a result of increased urbanisation, councils are faced with an increasing financial burden of managing the quantity and quality of stormwater runoff. Council levied an annual charge during the financial year for stormwater management services. The stormwater management service charge, which is levied against privately owned urban land, assists with funding the cost of providing new or additional stormwater management services for the community. The services will result in a stormwater system that provides a cleaner and safer environment for the local community.

The following projects were funded during the financial year:

- Stormwater headwall restoration at Cooks River near Marsh Street, Arncliffe.
- Open drain restoration at Lindsay Street, Rockdale City Council.
- Stormwater pipe repairs at Ramsgate Road, Ramsgate Beach.
- Water quality investigation commenced for Scarborough Ponds (Hawthorne Lagoon).
- Stormwater construction commenced at Excell Street and Botany Road.

Coastal Protection

Section 428 (4)(b) cl 217(1)(e1)

Council did not levy an annual charge for coastal protection services during the financial year.

Private Works

Section 428 (4) (b) cl 217 (1) (a4)

Council did not resolve to undertake Private Works in accordance with Section 67 of the Local Government Act 1993 during the financial year.

Companion Animals

Section 428 (4)(3), Reg 217(1)(f), Companion Animals Guidelines

In accordance with the 'Guideline on the Exercise of the Functions under the Companion Animals Act', a summary of the activities of Council during the 2017/18 financial year are provided.

Pound Data Collection Returns

Pound data collection returns were submitted to the Office of Local Government.

Data Relating to Dog Attacks

Council investigated 33 dog attack reports, ensuring all attacks were entered into the Companion Animals Register within 72 hours.

Companion Animal Management Expenditure

\$211,178 was the cost to Council on animal management, education, control and pound facilities.

Companion Animal Community Education Programs

An education program providing information to the community on the lawful reasons for the seizure of cats was continued by Council resulting in an ongoing reduction in the number of cats being transported to the Pound.

Strategies to Promote and Assist the Desexing of Dogs and Cats

Desexing of dogs and cats is promoted in the following ways:

Information on desexing of Companion Animals on Council's website

- Promotion by Regulations Inspectors as they deal with pet owners while investigating complaints
- Distribution of Cat Protection Society pamphlets by Regulations Inspectors
- Publicising discounted cat de-sexing programs run by the Cat Protection Society at Council's Customer Service Centre.

Strategies for Alternatives to Euthanasia For Unclaimed Animals

In relation to section 64 of the Companion Animals Act, all dogs and cats associated with Council are kept at the Sydney Dogs and Cats Home Inc (the Pound). A total of 456 cats and 293 dogs were received by the Pound for this reporting period and they continue their successful re-homing program for pets with 27 or 10% of dogs and 199 or 43% of cats re-homed during the year. Further, 256 or 87% of dogs and 10 or 2% of cats seized were reunited with their owners.

Off-Leash Areas

Eleven strategically located 'dogs off-leash' exercise areas continued to be maintained throughout Bayside Council. The locations are promoted on Council's website and Council's Regulations Inspectors also provide information to dog owners encouraging the use of the designated exercise areas.

Companion Animals Fund Details

\$125,485 was generated in animal registration and fines income which was put towards the \$336,662 for companion animal management and control, being \$85,202 for pound services, \$104,468 for contracted animal seizure / impounding, and \$147,992 for staff and other resources associated with Regulatory enforcement.

Special Rate Variations

Section 508 & 508(a), SRV Guidelines 7.1

Council has two levies arising from three approved Special Rate Variations. The additional income raised through these levies (and the movement in the associated reserves) is shown the Financial Statements which will be published separately.

Safer City Program

The Safer City Program contributes to Theme One of the Operational Plan 2017-2018 ‘Diverse, Active, Healthy and Inclusive Communities’. In particular the following actions are relevant:

- Deploy mobile CCTV cameras in accordance with Council’s CCTV Camera Management Protocol, in response to identified illegal dumping hot-spots, reports of antisocial behavior and requests from Police.
- Administer Council’s Graffiti Removal Program.

The Safer City Program is funded by the Community Safety Levy (Special Rate Variation), which came into effect on 1 July 2007 and continues in perpetuity. This delivered \$420,988 in the financial year. It has three key components:

- Graffiti – assessment and removal
- CCTV – maintenance and coordination of the cameras
- Community safety coordination and education.

A summary of the expenditure for the various financial years is shown in the table.

Safer City Program	2011/12	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18
Graffiti	\$104,000	\$104,966	\$84,430	\$99,006	\$91,050	\$94,308	\$94,065
CCTV	\$59,000	\$4,949	\$44,076	\$33,546	\$145,400	\$59,135	\$50,255
Community safety coordination and education	\$161,000	\$136,480	\$128,826	\$152,400	\$150,550	\$133,763	\$119,237
Total	\$324,000	\$246,395	\$257,332	\$284,952	\$387,000	\$287,205	\$263,557

Graffiti was removed from 2626 different sites during the financial year. A total of 6035 m² was removed as shown in the table below, representing an increase of 236m² over the previous financial year.

Graffiti Removed				
Month	2014/15 Area (m ²)	2015/16 Area (m ²)	2016/17 Area (m ²)	2017/2018 Area (m ²)
July	476	407	554	605
August	466	550	335	467
September	350	507	418	591
October	580	652	401	344
November	444	531	392	465
December	527	613	505	778
January	473	711	360	423
February	673	807	534	428
March	542	431	452	492
April	562	430	595	536
May	724	373	633	355
June	508	575	620	551
Total	6325	6588	5799	6035

Code of Conduct Complaints

Sections 440 and 440 AA

In accordance with Part 12 of the Code of Conduct Procedures, details of complaints made during the period 1 September to 31 August are in the table.

Bayside Council has adopted Code of Conduct Procedures based on the 'Model Code Procedures', which are prescribed for the purposes of the administration of the Model Code of Conduct for Local Councils in NSW, prescribed under sections 440 and 440AA respectively of the Local Government Act 1993 and the Local Government (General) Regulation 2005.

The Procedures support Council's Code of Conduct. They outline the administrative framework, including how complaints are made and managed, and reporting requirements.

Statistical Information on Code Complaints (1/9/17 – 30/6/2018)

Details	Number
The total number of Code of Conduct complaints made about the Councillors and the General Manager under the Code of Conduct in the year to September.	1
The number of Code of Conduct complaints referred to a conduct reviewer.	0
The number of Code of Conduct complaints finalised by a conduct reviewer at the preliminary assessment stage and the outcome of those complaints.	0
The number of Code of Conduct complaints investigated by a conduct reviewer.	0
The number of Code of Conduct complaints investigated by a conduct review committee.	0
Without identifying particular matters, the outcome of Code of Conduct complaints investigated by a conduct reviewer or conduct review committee under these procedures.	Nil
The number of matter reviewed by the Office and, without identifying particular matters, the outcome of the reviews.	0
The total cost of dealing with Code of Conduct complaints made about the Administrator and the General Manager in the year to September, including staff costs.	\$0

Bayside Council's Commitment

Council is committed to setting, promoting and expecting ethical and behavioural standards that are higher than the abovementioned Model Code. In particular, Council's Code and Gifts & Benefits Policy require that: 'In normal circumstances, all gifts and / or benefits offered to a Council official of Bayside Council are to be declined. No gift or benefit will be personally retained by a Council official.'

Council has appointed a Complaints Coordinator and is committed to managing the complaints process with rigor, impartiality and in accordance with the Procedures. The statistical information on Code complaints (about the Mayor, Councillors [or Administrator] and General Manager) is to be reported to Council within 3 months of the end of September of each year.

Internal Reporting

Public Interest Disclosure Act 1994

Council has adopted a Public Interest Disclosures Policy in accordance with the requirements of the Public Interest Disclosures Act 1994. The Policy provides a mechanism for Council officials to make protected disclosures about serious wrongdoing.

There was one (1) public interest disclosure received and finalised by Bayside Council during the financial year.

Access to Information

Government Information (Public Access) Act 2009 – S 12

Activity Report

The Government Information (Public Access) Act 2009 (GIPA Act) gives members of the public a means to access Government Information. Information is restricted only when there is an overriding public interest against disclosure. Allowing access to Council information and documents engenders a more open, accountable, fair and effective government.

Council received 1029 requests for information in this reporting period. Thirty eight formal access applications were received. All other requests were dealt with as open or informal requests.

Council is proud of these statistics as it indicates information is being provided informally, without requiring a formal access application and accompanying fee, and facilitating improved public access to Government Information in accordance with the intentions of the GIPA Act.

Obligations under the GIPA Act

Review of Proactive Release Program - Clause 7(A)

Under Section 7 of the GIPA Act, agencies must review their programs for the release of government information to identify the kinds of information that can be made publicly available. This review is undertaken at least once every 12 months.

Our Council's program for the proactive release of information involves identifying documents and information consistently applied for, and making these documents available online where possible.

Throughout this reporting period Council received an increased number of requests to view Complying Development documents submitted to Council by Private Certifiers.

As a result of this review Council is currently investigating options to make these documents more accessible to the public, which may include making the documents available online, subject to copyright restrictions.

Number of Access Applications Received – Clause 7(B)

During the reporting period, our Council received a total of 38 formal access applications (including withdrawn applications but not invalid applications). All thirty eight formal access applications were decided in this reporting period.

Number of Refused Applications for Schedule 1 Information – Clause 7(C)

During the reporting period, our Council partly refused two requests because the applications were for the disclosure of information referred to in Schedule 1 of the GIPA Act.

Statistical information about access applications - Clause 7(d) and Schedule 2

Table A: Number Of Applications By Type Of Applicant And Outcome*								
	Access granted in full	Access granted in part	Access refused in full	Information not held	Information already available	Refuse to deal with application	Refuse to confirm / deny whether information is held	Application withdrawn
Media	0	1	0	1	0	0	0	0
Members of Parliament	0	0	0	1	0	0	0	0
Private sector business	6	0	0	1	0	0	0	1
Not-for-profit organisations or community groups	0	0	0	0	0	0	0	0
Members of the public (application by legal representative)	16	0	0	1	0	1	0	1
Members of the public (other)	8	1	0	0	0	0	0	1

Table B: Number Of Applications By Type Of Application And Outcome

	Access granted in full	Access granted in part	Access refused in full	Information not held	Information already available	Refuse to deal with application	Refuse to confirm / deny whether information is held	Application withdrawn
Personal information applications	0	0	0	0	0	0	0	0
Access applications (other than personal information applications)	30	2	0	3	0	1	0	2
Access applications that are partly personal information applications and partly other	0	0	0	0	0	0	0	0

Table C: Invalid applications

Reason for invalidity	Number of applications
Application does not comply with formal requirements (section 41 of the Act)	0
Application is for excluded information of the agency (section 43 of the Act)	0
Application contravenes restraint order (section 110 of the Act)	0
Total number of invalid applications received	0
Invalid applications that subsequently became valid applications	0

Table D: Conclusive presumption of overriding public interest against disclosure: matters listed in Schedule 1 of the Act

	Number of times consideration used*
Overriding secrecy laws	0
Cabinet information	0
Executive Council information	0
Contempt	0
Legal professional privilege	0
Excluded information	0
Documents affecting law enforcement and public safety	0
Transport safety	0
Adoption	0
Care and protection of children	0
Ministerial code of conduct	0
Aboriginal and environmental heritage	0

Table E: Other Public Interest Considerations Against Disclosure: Matters Listed In Table To Section 14 Of The Act

	Number of occasions when application not successful
Responsible and effective government	0
Law enforcement and security	0
Individual rights, judicial processes and natural justice	0
Business interests of agencies and other persons	2
Environment, culture, economy and general matters	0
Secrecy provisions	0
Exempt documents under interstate Freedom of Information legislation	0

Table F: Timeliness

	Number of applications
Decided within the statutory timeframe (20 days plus any extensions)	38
Decided after 35 days (by agreement with applicant)	0
Not decided within time (deemed refusal)	0
Total	38

Table G: Number Of Applications Reviewed Under Part 5 Of The Act (By Type Of Review And Outcome)

	Decision varied	Decision upheld	Total
Internal review	1	0	1
Review by Information Commissioner*	1	0	1
Internal review following recommendation under Section 93 of Act	0	0	0
Review by NSW Civil and Administrative Tribunal	0	0	0
Total	2	0	2

Table H: Applications For Review Under Part 5 Of The Act (By Type Of Applicant)

	Number of applications for review
Applications by access applicants	0

Disability Inclusion Plan

Disability Inclusion Act 2014, S 13(1)

Bayside Council is committed to creating an inclusive community that celebrates diversity. Council adopted the Disability Access and Inclusion Plan in July 2017 and since then has worked to integrate disability into and across Council's planning and delivery of services.

A snapshot of Council's achievements under the four key areas of building positive attitudes, creating liveable communities, supporting access to meaningful employment and accessible systems, information or processes is listed below.

Building Positive Attitudes

Bayside approaches facilitating positive attitudes towards people with a disability through a variety of strategies from local to promotional. A core grass roots strategy is enabling organisations such as Ability Links to provide information to the community on a weekly basis. These types of strategies are key because they are regular and become embedded into the community's awareness/expectations. Ability links also runs information sessions for the community.

Like other Councils, Bayside fosters a variety of activities, awards and projects that recognise and or promote the ability and or contribution of all people within their communities. An example of a promotion based strategy which celebrates and elevates the contributions that people with a disability/ies make within the community is the film festival Wide Angle.

Specifically, Council partnered with a number of community agencies to host a well-received film festival featuring people with a disability as both talent and or film makers.

As part of a broader community cultural change program, Bayside is partnering with South East Sydney Local Health District to provide a training

program for community and local workers to help raise awareness of mental health issues in the community. This Mental Health First Aid program is over-subscribed and well received.

In relation to community events and where reasonably practical, Bayside provides facilities like accessible toilets or drop off zones for example. To ensure Bayside's New Year's Eve fireworks event (second to the City of Sydney) is as accessible as possible, Council changes parking conditions on Little Grand Parade to 100% accessible parking and also offers a viewing area in Brighton specifically for people with mobility issues. Bayside has also created two additional drop off zones along the foreshore.

Asset management and development, transport infrastructure are all reviewed with a view to maximise access and equity, and liveability for all members of the community.

In addition, for those Bayside residents living with severe mobility restrictions, Council through the Commonwealth Home Support Program, provides a range of services including:

- Meals on Wheels for older people and people with a disability.
- Social support and centre based programs are offered twice per week for older people with a disability.
- Home based library service that delivers to house bound residents including frail aged and elderly people.
- Shopping list program - staff shop and deliver basic and essential items to our frail and older community members.

Early Childhood Education and Care services delivered by Local government demonstrate a commitment to equitable access to services in areas typically not supported by the private sector.

Bayside's children's services support low income, disadvantaged and

vulnerable families; infants; inclusion of children with disabilities and we are currently supporting a number of children with additional needs.

Approximately 10% of children enrolled in Bayside's Early Childhood Services (child care services and Family day Care) have additional needs. In addition approximately 7% of children attending Council's before and after school care and vacation care programs have been diagnosed with additional needs. Staff also support a high number of children who do have additional needs but are not formally diagnosed.

Bayside council supports the inclusion of children diagnosed with a disability within services through a ranges of strategies including additional staff support, specialised training and development and the purchasing of specialist resources.

In 2018 Hillsdale Child Care Centre was accredited by KU children's Services as an inclusive service for children with additional needs. Hillsdale Child Care achieved the status by meeting the requirements for being an inclusive centre for children with additional needs. Services are assessed against criteria annually.

Supporting access to meaningful employment

Although Bayside does not have a formal employment program targeting people with a disability Council provides permanent employment to a minimum of five people with a disability across a number of departments. Training and development opportunities are offered to enable career progression. Bayside also provides annual work experience placements for people with disabilities.

Accessible systems, information or processes

Council actively seeks ways to ensure council systems, information and processes are accessible; another aspect of liveable communities. Part of this commitment is to ensure people with a disability are consulted in the development of the new Bayside LSPS, Local Environmental Plan, and Development Control Plan. Council is preparing to engage with the broadest cross section of the community possible to identify future needs and input into plans including asset development, to result in better planning and design. In

addition, Bayside prepares and produces key documents in a variety of formats and community languages.

Currently council is redesigning the website, part of that work is considering website design to achieve our DIAP goal of compatibility with Web Accessibility National Transition Strategy Guidelines (WCAG 2.0) to an AA level.

Plans for the Future:

Bayside is planning work across the breadth of the organisation to ensure the liveability within Bayside is maximised for all residents. Examples of current plans include:

- Collaborating with state and local government partners to identify community transport needs to maximise access to facilities and services.
- Developing relationships with key staff in the South East Sydney Local Health District to identify opportunities to identify and implement land use and asset planning and design to maximise health and well-being.
- Incorporating affordable and universal housing design considerations into the Bayside Housing Strategy.
- Identifying opportunities to incorporate facilities such as hydrotherapy pools into council recreation facilities and finding ways to maximise access to existing facilities for people with limited mobility (accessible entry, parking).
- Promoting access and inclusion features into the urban environment and making information about levels of access readily available.
- Developing Concept Plans, Public Domain Plans and Technical Manuals that promote inclusion that is seek input from people with a disability when preparing or reviewing Masterplans to improve accessibility, connection to centres, transport and open space.
- Targeted annual or biennial consultation with Bayside staff and or residents with a disability on matters that impact quality of life in the local Government area.
- Regular awareness training for staff on the needs of and issues faced by people living with a range of disabilities.

Swimming Pools

Swimming Pools Act 1992, S 22F(2)
Swimming Pool Regulation 2018, CI 23

In accordance with the Swimming Pools Regulation 2018, the number of inspections of:

- tourist or visitor accommodation or
- premises on which there more than 2 dwellings

are indicated in the table:

	Number
No. of certificates of compliance issued under Section 22D Swimming Pool Act 1992	35
No. of certificates of non-compliance under Clause 18BA Swimming Pool Regulation 2018	32

Carers

Carers (Recognition) Act 2010 – S 8(2)

The objectives of the NSW Carers (Recognition) Act 2010 are to enact a Carers Charter to recognise the role and contribution of carers to our community and to the people they care for, and to increase awareness of the valuable contribution that carers make to our community

Staff who are carers

Council provides new employees, through its induction process, information about available work practices that may assist them with carer responsibilities.

In addition to the assistance provided through the Local Government (State) Award, Council provides a range of flexible work patterns to enable staff with carer's responsibilities to better manage work and carers responsibilities, including full-time, part-time and casual work; flexible working hours; and rostered day off systems. Council also considers requests for flexibility to substantive working arrangements for carer's responsibilities on an individual basis taking into account operational requirements.

Council promotes R U OK Day every year, focusing on the mental health of staff by reminding them of the four action steps to start a conversation. Council also provides an Employee Assistance Program offering confidential counselling for work-related or personal problems.

Liaison and Educational Strategies

Council adopted the Disability Inclusion Action Plan (DIAP) in July 2017 after extensive community engagement with people with disability, carers and families as well as Council staff.