



PARRAMATTA
PARK TRUST

PARRAMATTA PARK TRUST
ANNUAL REPORT
2011 - 2012



PARRAMATTA PARK

Historic site and parklands for recreation, education and fun

Parramatta Park

- * 85 hectares
- * 1.7 million annual visits
- * 146,000 event visitors
- * World Heritage Listed

Home of Parramatta's cricket, golf and athletic history

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The Hon Robyn Parker MP
Minister for the Environment
Minister for Heritage
Governor Macquarie Tower
1 Farrer Place
SYDNEY NSW 2000

Dear Minister

It is our pleasure to submit to you, for presentation to the Parliament of New South Wales, the Annual Report of the Parramatta Park Trust, for the year ended 30 June 2012.

The Annual Report has, in our opinion, been prepared in accordance with the *Annual Reports (Statutory Bodies) Act 1984* and the Public Finance and Audit Act 1983 and the regulations under those Acts.

Yours sincerely



Suellen Fitzgerald
Acting Director Parramatta Park

24 October 2012

DIRECTOR'S REPORT

Parramatta Park Trust has achieved significant results during the reporting period.

Key Highlights include

- Completed 10 major restoration and upgrade works to improve amenity and heritage values
- Securing 50/50 funding from NSW Stonework Program for the Observatory conservation project in 2012
- Secured a Major Federal Government grant of \$421,000 for joint conservation of Old Government House and its domain setting
- Completed a comprehensive review and assessment of the Trust's archaeological collection
- Completed a new publication on Convict Heritage values
- Completed a Year 7/8 school fieldwork component for the geography curriculum
- Presented a major events program including Sydney Symphony in Parramatta Park
- Leased the Ross Street Gatehouse for a commercial office
- Consolidation of the Trust's stewardship of the section of the Parramatta River through the parkland by leading bush regeneration, walking track construction and management of the Flying-fox camp across a number of agencies and landowners who share this wonderful resource

The past 12 months have seen changes due to government policy and from our alignment under the Office of Environment & Heritage. Trust management has worked towards adopting shared corporate services which are planned to the latter half of the 2013 Financial Year.

A new strategic direction was adopted by the Trust focusing on leisure and recreational opportunities, educational activities, community involvement, heritage conservation and protecting the environment. The Trust will be seeking to improve commercial opportunities for the parklands while maintaining the focus on protecting the heritage/environment and involving communities. The Trust undertook consultation with community groups and stakeholders and aligned its strategy with the NSW 2021 Plan and in the context of key local government directions and initiatives.

Over the past 10 years, the Trust has been implementing a Landscape Master Plan to improve the quality of the landscape and respect the heritage values of the place. This has proceeded with at times limited resources and the Trust has partnered successfully with other agencies and secured grant funding and volunteer involvement to achieve the outcomes. The work undertaken over the past 18 months to conserve the riverbanks and open up walking tracks is a great example of this.

My thanks go to the trustees for their support and guidance. To the Chair, Tom Uren, I thank him for his advice and counsel. Tom steps down from the Trust in October 2012 after 11 years leading the current Trust following his initial appointment as Chair of The Parramatta Regional Park Trust in 1997. Tom has witnessed great improvements which is a testament to his dedication, commitment and skill as an advocate for public land conservation. A number of other long-serving trustees retired at the end of 2011 and to Elaine Evans, Penny Pike and Alan Overton I wish to express my gratitude for their contribution to the work of the Trust. John Landau and Jackie Puckeridge also retire in October 2012.

John has contributed to the financial management and sustainability of the Trust and Jackie has provided leadership in the area of Indigenous projects and community-building.

Finally to our committed staff we thank them for their fine work.

The Trust has delivered outstanding results as can be demonstrated in the details contained in this report and which will provide a sound basis for our future direction.

A handwritten signature in black ink that reads "Suellen Fitzgerald". The signature is written in a cursive style with a large, prominent 'S' at the beginning.

Suellen Fitzgerald
Acting Director Parramatta Park

24 October 2012

2011-12 PERFORMANCE

- Delivered major improvements to the Parramatta Park estate
- Ensured that the organisation met its obligations and compliance for NSW programs
- Focused on delivery of services and customer-focused improvements throughout the year and achieved an excellent budget result
- Maintained Nil Workers Compensation claims/injuries result for second year in a row
- The Trust won two heritage awards for its 2010/11 Riverbank conservation and track project

Improving Economic Performance

Financial results for the FY Ending 30 June 2012:

	Actual \$	Reforecast Budget \$
Total Operating Income*	4,765,282	4,685,064
Total Operating Expenditure	3,103,496	3,395,602
Net Profit/(Loss)	1,661,786	1,289,462

*Trust generated income of \$1,733,282 and NSW Government Recurrent Grants of \$1,619,000 and NSW Government MoE/Capital Grants of \$1,413,000.

Income from user charges for venue hire and events increased from \$94,707 (2011) to \$129,229 (2012). Parking related income increased from \$546,932 (2011) to \$ 557,875 (2012).

Significant Service Delivery and State Plan Achievements

Improving Customer Service

Parramatta Park attracts in excess of 1.7 m visits. In 2012 some 146,703 attended events or booked spaces for sport, leisure, picnics and community activities (2011: 136,926). The Trust improved booking and venue hire services to capture improved sales and retention of business.

Two new major festivals held in Parramatta Park for the first time in 2011 renewed their contracts for 2012 (Big Exo Day and Harvest Festival). The Mothers Day Classic, Winterfest and Australia Day were repeat major events in 2011-12.

The website underwent changes to improve access to information and the on-line booking service.

Parramatta Park was ranked equal third out of eight parks surveyed in NSW.

An internal customer satisfaction survey and a survey of bicycle use were also conducted.

Trust management completed planning sessions with major park stakeholders as part of the strategic planning program. Stakeholder meetings were held with the Trust as part of a weekend planning day. A new strategic direction was completed.

Trust management and Field staff worked collaboratively with a range of stakeholders to develop, plan and construct the Governor Phillip Walking Track, opening up a connection through Parramatta Park and Cumberland Hospital to the head of the Parramatta River - the site of Governor Philip's 1788 campsite where he discovered Parramatta's rich alluvial soils and freshwater supply to sustain the colony. This track will be managed and maintained by Parramatta Park Trust.

Park Improvement Program

- Completed the NSW Environmental Trust Rehabilitation and Restoration Grant – Sydney Coastal River-Flat Forest Rehabilitation
- Completed the NSW Environmental Trust Protecting our Places grant for the Burrumatta Aboriginal Landscape Trail
- Completed Sharing Sydney Harbour Grant for the Governor Phillip Walking Track
- Completed a new cycleway/shared path along the northern riverbank connecting Old Kings Oval to the Parramatta CBD
- Completed year-three of the 4-year roads and carriageways re-sheeting program
- Completed Stage 1 of the Crescent performance space re-development and managed extensive asbestos contamination remediation
- Demolished two old, redundant and unsafe toilet blocks
- Refurbished four toilet blocks
- Conserved the Lady FitzRoy Memorial
- Completed conservation investigation work and research for the Pitt Street Palisade Fence, George Street Gatehouse and Mays Hill Gatehouse
- Secured 50/50 funding from NSW Stonework Program for the Observatory project in 2012
- Secured a \$412K Federal Government Grant towards joint conservation works and masterplanning with Old Government House for 2012
- Completed a comprehensive review and assessment of the Trust's archaeological collection to guide future management and to enable public access for research
- Completed a new publication on Convict Heritage values
- Presented an events program featuring Stargazing, Colonial Kids Down at the Dairy, Heritage Rose Festival, Billy Hart commemoration, and Sydney Symphony in Parramatta Park



Outcomes

- Completed an EOI for appointment of trustees
- Completed the re-make of Parramatta Park Trust Regulation 2012 within statutory timeframe
- Revised the whole-of-park landscape, horticulture and facility maintenance contract for tender
- Revised the Security contact for tender in 2012
- Achieved nil Workers Compensation accidents or claims for the second year in a row
- Leased the Ross street Gatehouse as a commercial office
- Prepared for transition to shared corporate services

KEY SERVICE AND PERFORMANCE RESULTS

VISITOR SERVICES

The Visitor Services team at Parramatta Park manages venue hire and major events and present programs for leisure activities and events, interpretation and education. Close coordination is maintained with the Administration, Ranger and Field Services teams.

Key Events for 2011-12

2-3 July: Winterfest Medieval Fair

23-27 July: ISA Annual International Conference & Tree Climbing Championships

31 July NSW State Duathlon Championships

7 August: India Day Fair

28 August: Hills Duathlon

11 September: Colonial Kids Down at the Dairy

17 September: Big Exo Day

23 September: Opening of the Parramatta River Walk by Premier O'Farrell

16 October: Heritage Rose Festival

8 October: Spring into Shape

30 October: Walk for a Cure

5 November: Spring into Shape

13 November: Harvest Festival

20 November: Wet Nose Day

30 November – 10 December: How to Lose Sight at Ross Street Gatehouse

3 December: Governor Brisbane and the Stars

16 December: Billy Hart Commemoration Free Outdoor Cinema

14 January: Sydney Festival Parramatta Open Party/DJ Norman Jay

26 January: Parramatta Australia Day Celebrations

10 March: Sydney Symphony in Parramatta Park

23 March: Graham Ross Talks Roses Senior's Week Event

25 March: CAMWest Heritage Bike Ride



15 April: Parramatta Council vs Holroyd Council 20/20 Cricket Bash at Old King's Oval
 24 April: Governor Phillip Walk for National Trust Heritage Festival
 28 April: Star Gazing at Parramatta Park
 13 May: Mother's Day Classic
 24 June: Hills Club Duathlon
 30 June – 1 July: Winterfest Medieval Fair



Visitation

- During the reporting period Parramatta Park received 1,738,230 visits of which 136,926 participated in bookings or events
- The Parramatta Park Trust website recorded 39,910 unique visitors who made 51,293 visits and looked at a total of 150,249 pages. The pages that interested website visitors the most were: "things to do/events", "hours and information/park map", "hours and information/getting there" and "Sydney Symphony in Parramatta Park"
- There were 46 cricket games held at Old Kings Oval

Parramatta Park's Year 7 and 8 History and Geography Skills Education Program

Background

This project aimed to address the strategic opportunity presented by provision of an education program that would raise awareness in the broader community about the heritage values of the park, forming a hedge against attempts at excision and development. Unlike similar agencies, Parramatta Park had no curriculum-based education resource such as a dedicated education officer, infrastructure or other written resources. The park does receive enquiries from schools wanting to bring students to the park for out-of-class learning excursions. In order to address this need a process was developed that would lead to a market led and sustainable education program primarily based on way that the park already used for sports activities by many students every week.

This current program resulted from a focus group commissioned by the Parramatta Park Trust and convened by DET. It consisted of a group of teachers from both Primary and Secondary sectors, many experienced and many from local schools. The focus group spent a day in the park aligning what the park has to offer with the curriculum.

The brief was to provide a program that was

- Written by teachers for teachers
- Addressed the curriculum
- Met a defined need
- Would be web based and therefore easily updated
- Not replicate an existing offers in Parramatta

- Highlight the park's heritage values especially with respect to the subsequently successful World Heritage Nomination
- Be able to be delivered in the field by the class teachers at low cost

Project Development

The elegant solution and recommendation was to produce a Geography and History resource that addressed the compulsory year 7/8 skills component of the curriculum. It was reasoned that the skills would be constant through curriculum changes and the resource would only need reformatting in the event of curricula change.

The Parramatta Park Trust commissioned the Geography Teachers Association, led by Sue Field, to write the resource in association with the History Teachers Association. In the course of the project further focus groups were held particularly with teachers from Arthur Philip High School. Sue has also road tested the resource with her class.

During the course of the project the park gained World Heritage status as Old Government House and Domain (Parramatta Park), one of the eleven sites that make up the Australian Convict Sites World Heritage Property. This allowed a strong focus on world heritage in general, and Australian Convict Sites and OGHD in particular.

Outcome

The resource was peer reviewed by Dr Janette Griffin who has an interest in integrated learning with respect to out of class learning experiences. She contributed a section on the web site called Tips for Teachers which seeks to enhance the student learning experience.

The Park Trust has consulted with and closely involved its World Heritage partner the National Trust NSW at Old Government House to produce this resource. There is an option to visit Old Government House and a work sheet has been developed for this. For a fee schools may visit the Diary and Ranger's Cottage under Trust staff supervision.

The resource was launch in October met the brief as above in all respects. It is available to be downloaded for free from the park website at and groups of less than 35 may come into the park and use it free of charge, larger groups pay a nominal amount, the same as the sports bookings and get the use of the Pavilion as a COLA.

The package has been marketed through the Geography Teacher's Association Journal and through the park's network of sports contacts and e-mail out lists.

- Implement the new wayfinding sign system throughout the parklands
- Launch and implement the education program
- Secure major sponsorship and deliver the 2012 *Sydney Symphony in Parramatta Park* event
- Develop a volunteer program
- Develop a bicycle hire service
- Manage major events such as Australia Day, Mother's Day Classic, Stargazing and Colonial Kids Down at the Dairy

HERITAGE SERVICES

The Curator Cultural Heritage undertakes research, and provides conservation advice and project management for the cultural heritage resources of Parramatta Park. The service is delivered in partnership with Field Services and Visitor Services teams. The significance of Parramatta Park's cultural heritage is widely recognised and is protected by a framework of legislation at local, state and national levels.

Conservation works completed to improve the condition of s170 heritage assets demonstrating Parramatta Park Trust's commitment to integrated heritage asset management, as per HAMS.

Project one: Lady Fitzroy Memorial Conservation works

The process included documenting the current level of lean of the memorial; digging out around the base of the memorial and leveling the obelisk by applying force to the base of the monument, (which was braced with timber and steel, thus ensuring that there was no direct metal to stone contact, and minimized the risk of damage to the historic fabric). The memorial stone has been underpinned with a mix of compacted gravel and river sand, with no cement being introduced onto the site, and a root barrier was installed to minimize further subsidence due to tree root action. The monument was then hand cleaned with firm brushes and water to remove surface dirt and mould, and to remove flaking and degraded paint. A safety and stability survey confirmed the stability of the re-leveled monument leaving it safe for the public. This process was documented with a written and photographic record of the works.

Outcome: The memorial was stabilized and conserved in accordance with the criteria of the works approval from the NSW Heritage Branch. The work improved the condition of the memorial and will contribute to the long term conservation of the memorial.

Project two: Archaeology Collection Conservation and documentation

Stage two conservation and documentation of the Archaeological Collection was completed by Casey and Lowe Consulting Archaeologists. This project focused on the Dairy Cottage artifacts, which were excavated between 1993 and 1996 and no final report documenting the excavation was received by Parramatta City Council, who were managing the project at that time.

The most important and difficult part of the project was endeavouring to identify the provenance of the artifacts, which involved sorting these artifacts and meticulously matching them to the descriptions that remain in documentation in the form of notes/ faxes/ sketches/ labels. These were transcribed and put into the catalogue. Casey and Lowe made enormous progress matching the artifacts with their context, however a number of gaps in the records have also been identified.

Outcomes

- 1341 artifacts excavated from the Dairy Precinct by Robert Varman were sorted, cleaned, labelled and catalogued
- A coherent numbering system was developed (there were 5 separate numbering systems associated with the Dairy Precinct prior to this project)
- A searchable computer database was developed
- A concordance was produced (which links the contexts of the artifacts)
- A reference collection of early building materials, the category that forms the largest part of the Varman material, has been developed. These artifacts are classified and research series have been compiled of the best examples of like materials, such as sequences of brick samples and of the mortar samples

This project has improved both the physical security of the artefacts and the research potential of the collection.

Heritage Activities

Heritage Interns: The Curator hosted three interns in this reporting year. These internships bring meaningful benefits to the Trust both in terms of the work achieved at the Trust and in terms of building links with external organisations and in raising the profile of the Trust with future museum and heritage professionals. The interns and their projects were as follows:

- Dr Johannah Kijas, Curator of the New Italy Museum at Woodburn, NSW who had a scholarship through the Powerhouse Museum Regional Professional Development program. The focus of her two day placement was outdoor interpretation and she assisted the Curator undertake a review of the outdoor signage at the Dairy Precinct.
- Nicola van der Meulan, a student undertaking her Masters in Museum Studies at Sydney University. The focus of her 20 day placement was research relating to the convict history of the Park, with particular reference to the convicts working at the Dairy Precinct during the time when it was Governor Macquarie's Dairy as well as researching the types of work and tools used in dairying during that time period.
- Helya Jouseff, a year 12 student from Parramatta High School. The focus of her placement was Events Management, and she assisted the Curator for two days in preparation for the Colonial Kids history week event, undertaking the conservation clean of the cottage and preparing materials for the kids activities.

Talks to external organizations

- The Curator prepared and presented five seminars for special interest groups

- A seminar at Old Government House on the Aboriginal, Colonial and Park era history of Parramatta Park for the National Trust's trainee Volunteer Guide induction course at Old Government House in June
- A seminar at the Dairy on the function, design and construction of the Cottage for 43 students from Lidcome TAFE design and technical drawing course
- A seminar at Parramatta Heritage Centre on the Trees of Parramatta Park for visitors to the Memories of Trees exhibition
- An education program at the Dairy Precinct on the early settlement of Australia for 96 year seven children from the Australian Islamic School
- An In-service training seminar and tour for 26 regional teachers, which introduced the park and the web based education kit

2011/12 Goals

- Upgrade of interpretation signage at the Dairy
- Conservation of the Pitt Street Palisade fence
- Conservation of the 1822 Parramatta Observatory site and remnant stone telescope piers

FIELD SERVICES

Our Ranger and Field teams deliver safe amenities and an enjoyable parklands experience through programmed maintenance, visitor and enforcement services, cultural and natural asset conservation and park improvement projects. Horticulture and facilities maintenance, including mowing, bush regeneration programs, arboricultural management and security functions are provided under service delivery contracts. Team members work collaboratively with the Administration, Cultural Heritage and Visitor Services team members on projects and service delivery.

Parramatta Park Native Vegetation Management Program

The Trust's program manages approximately 10 hectares of remnant and re-growth Cumberland Plain vegetation, generally classified as two distinct ecological communities: *Cumberland Plain Woodland (Shale Plains Woodland)* and *Sydney Coastal River-Flat Forest (Alluvial Woodland)*. Both communities are listed under the NSW Threatened Species Conservation Act 1995 and Commonwealth Environment Protection and Biodiversity Conservation Act 1999 as endangered ecological communities.

The current fragmented areas of Cumberland Plain vegetation across western Sydney represent <10% of the pre 1877 community. The remaining remnant and regrowth areas, such as within the park, are recognised as nationally significant through their listing as endangered ecological communities, as recommended by the Threatened Species Scientific Committee, and is of critical importance to regional conservation objectives. The Trust has been carrying out vegetation restoration activities since 1996, with works focusing on the Crescent, Domain Creek, Murray Gardens Creek and Island sites and increasingly since 2008, the banks of the Parramatta River.

The management program implements a range of policy and action statements from the Landscape Master Plan, Conservation Management Plan and detailed actions from reports such as the *Domain Creek Restoration* project (Design Rhetoric 1999) and the *Review of Bushland Restoration of the Ridge* (Lembit 2003).

The restoration process is conducted in accordance with the *Recovering bushland on the Cumberland Plain; Best Practice guidelines for the management and restoration of bushland*. It satisfies the legislative requirements of the NSW Threatened Species Conservation Act 1995 by protecting and enhancing natural regeneration processes and where necessary with supplementary planting. The program is conducted under a Scientific Licence issued under S132C of the National Parks & Wildlife Act 1974.

2011-12 program

The 2011/12 program focused on weed suppression, support of natural ecological processes, planting and vegetation management actions that will further the Trust's policy and conservation outcomes.

The Trust program was delivered through contracted vegetation management services, purchase of plants and additional general environmental management services, including co-contributions to grants and support of volunteer programs.

The key objectives were to conserve and restore the nationally significant endangered ecological communities while achieving complementary objectives for the cultural landscape such as maintaining and further developing views and landscape settings, and the interpretation of aboriginal landscape management.

Two grant funded projects are being managed within NSW Health lands on the east and west banks of the Parramatta River.

Trust staff continue to research and develop additional volunteer and community involvement programs and grant-funded projects throughout the year. Over 1,000 hours of volunteer involvement has been achieved this financial year (2011/12).

GRANT FUNDED PROJECTS

The Parramatta Park Trust has undertaken several grant funded projects in 2011/12. These projects are

- Burramatta Aboriginal Food Trail
- Parramatta River Riparian Corridor Restoration Project
- Governor Phillip Walking Track

The Burramatta Aboriginal Food Trail and Parramatta River Rehabilitation project were both funded by the NSW Environmental Trust whilst funding for the Governor Phillip Walking Track was provided by the Sharing Sydney Harbour Access Program.

Burramatta Aboriginal Food Trail

The Trust and the grant applicant Western Sydney Aboriginal Landcare Group completed this project and it was launched in September 2012, with interpretation and plant identification signage and a guided walk-tour brochure. Informative text and other material were prepared for the Trust's website.

The total project cost of \$61,608 was shared between three funding partners. NSW Environment Trust contributed \$30,674, Western Sydney Aboriginal Landcare Group contributed \$19,600 and Parramatta Park Trust has contributed \$11,334.

Parramatta River Riparian Corridor Restoration Project

Stage 2 of the Parramatta River Riparian Corridor Restoration Project was completed on 28 June 2012, with the progress report submitted to the NSW Environmental Trust. The total budget for stage 2 was \$27,200. The bush regeneration contractor completed primary weeding on the River Corridor and secondary weeding and follow up treatment on vines will be undertaken in stage 3.

Some 1400 plants were planted in October 2011 as part of stage 1 and 2480 tube stock and native shrubs were planted in June 2012 as part of the stage 2 planting. The Parramatta Park Trust will undertake further planting to continue to restore the habitat and to stabilise the riverbank.

The Parramatta Park Trust has taken the initiative to replace culturally significant plants within the restoration area and has received foreshore planting advice from Geoffrey Britton, an Environmental Design and Heritage Consultant. The advice includes the location and provenance of existing trees, replacement and replanting of historically precedented tree species and proposed further plantings. The advice is consistent with the NSW Heritage Office endorsed planning documents such as the *North Parramatta Mixed Zone Master Plan*, and the *Cumberland Hospital East Campus and Wisteria Gardens Conservation Management Plan and Archaeological Management Plan*. The plants will replace former culturally and heritage significant trees while maintaining historically recorded views and vistas.

Governor Phillip Walking Track

Construction of The Governor Phillip Walking Track was completed and officially launched by the NSW Premier on 23 September 2011 with all project works completed in June 2012 with a total budget of \$115,000.

The bush regeneration contractor carried out track maintenance and bush regeneration for the period from September 2011 until June 2012. A total of 600 plants were planted on the riverbank as per the landscape concept plan developed for the site.



The track has experienced severe riverbank erosion during recent floods. Track repair and riverbank restoration work was undertaken by the Trust to reshape a storm water drain and to stabilise the riverbank providing safe pedestrian access to the head of the Parramatta River.

Northern Riverbank Shared Path

A new shared path was completed linking O'Connell Street to Old King's Oval along the northern riverbank. This project completed an important missing link in the Parramatta River Valley Cycleway. It is a significant component of the off-road cycleway linking Parramatta Park and Sydney Olympic Park.

Roads and Carriageway Re-sheeting

The Trust completed re-sheeting of two important sections of roadway: Domain Creek Bridge to Byrnes Avenue and the Ross Street connection to the weir. A study and investigation into the re-sheeting of the historic Governor's Carriageway was completed from implementation in 2012/13.

2012/2013 Goals

- Complete Year 4 of the road and historic carriageways re-sheeting program
- Complete Year 4 of the walking paths and trails project
- Complete conservation of the O'Connell Street dwarf stone wall and iron palisade fence
- Deliver procurement of major contracts for horticulture and facility maintenance and security services

ADMINISTRATION

The Administrative Services team and Director oversees the management, administration and business services of Parramatta Park Trust including human resources, finance, ITC, property management and administration services. The Director acts as Secretary to the Trust.

Outcomes

- Forming an agreement with NSW Health to manage the riverbank, walking track from Parramatta Park through Cumberland Hospital to the head of the river, where Governor Phillip found fresh water and arable land in April 1788
- Project management of the re-make of the Parramatta Park Trust Regulation 2007, scheduled for repeal on 30 August 2012. This included publication of a Regulatory Impact Statement, consultation and public exhibition
- Leasing of the Ross Street Gatehouse as a commercial office to provide an income stream to the Trust. As part of the lease, the lessee undertook repainting and refurbishment of the interiors
- Engagement with Parramatta City Council to provide two gatehouses as part of the PopUP Art program. The Ross Street Gatehouse became a temporary performance space, seeing the presentation of an innovative production called "How to Lose Sight" by SHH Production. In 30-minute intervals, small audiences were taken on a tour of each of the three rooms of the house – revealing a different aspect of blind existence. The George Street Gatehouse was used for artist's studio
- An Expression of Interest for trustee vacancies was run through the first quarter of 2012
- Reviewed accounting systems and practice to increase efficiencies, reduce duplication and increase productivity

- A major development in the Parramatta CBD affecting historical views recognised by State and National heritage listings received comprehensive submissions from the Trust to State and Federal Government authorities. The Trust also made submissions to public exhibition of Development Application for the Upstream Weir, which falls within the curtilage of Parramatta Park and includes the significant Flat Rocks outcrop adjacent to Wisteria Gardens and Cumberland Hospital
- Negotiated improved pedestrian access at the entry on George and O'Connell Streets entry with Parramatta City Council

SUPPORTING THE COMMUNITY

Parramatta Park Trust provides a two-tier fee structure that provides non-commercial rates for community and not-for-profit groups using the parklands. During the year in review, the Trust sponsored Parramatta City Council's Australia Day Celebrations and the Mother's Day Classic breast cancer fundraising walk through the waiving of ground hire fees. The Trust also supported Big Exo Day and the Walk to Cure Juvenile Diabetes annual fundraising walk. The Trust also supported the inaugural Sydney Festival Parramatta Opening Party through the provision of the Government Farm space for the DJ Norman Jay experience.

The Trust gave support to community-based event organisations and multi-cultural groups to successfully plan and deliver community gatherings and festivals in Parramatta Park. Public events are complex projects to manage and the Trust provides its expertise to support groups to celebrate their interests and cultural heritage.

The Trust is a major sponsor of the Parramatta District Cricket Club through the provision of Old Kings Oval as the home ground for the Parramatta Club at reduced ground hire fees. The Trust supports the Parramatta Park Runners who meet on a weekly basis in Parramatta Park to promote health, fitness and companionship.

During the year in review we formed partnerships with the Walking Volunteers to create a walking track along parts of the Parramatta River as part of the Sydney Harbour and Coastal Walk project. Also, the Trust completed the Aboriginal Food Trail walking track along Domain Creek in partnership with the Western Sydney Aboriginal Landcare Group.

Throughout the year, the Trust provided opportunities for the community to contribute to environmental programs through a variety of tree planting and bush regeneration programs. This provided opportunities for not-for-profit, school and business groups to participate and contribute to environmental programs.

Community Support & Partnerships

Parramatta Park Trust thanks the following organisations and partners for their support

- Conservation Volunteers Australia
- Westmead SAI Centre
- Western Sydney Aboriginal Landcare Group
- Western Sydney Local Area Health District
- New Australian Sports Association
- The Walking Volunteers
- Ryde College of TAFE
- Parramatta Park Runners
- Dyin Caribere Aboriginal Landcare Group
- Parramatta High School
- West Parramatta Public School
- Sydney Metropolitan Catchment Management Authority
- Cumberland Bird Observers Club
- Heritage Roses Australia Inc
- Royal Botanic Gardens Trust
- Ku-ring-gai Bat Conservation Society



Funding Bodies - Projects

Parramatta Park Trust acknowledges the support of the following funding bodies

NSW Environmental Trust – Burramatta Aboriginal Food Trail

Sharing Sydney Harbour Access Program – Governor Phillip Walking Track

GOVERNANCE AND MANAGEMENT

Parramatta Park Trust is a statutory body established under the *Parramatta Park Trust Act 2001*. The Minister for the Environment has administrative responsibility for the *Act*. The Trust consists of seven members who are appointed by and are responsible to the Minister. Members of the Trust oversee the management and strategic direction of the organisation and meet regularly to consider policy and advice from Park management.

The objects of the Trust are as follows:

- (a) *to maintain and improve the trust lands, and*
- (b) *to encourage the use and enjoyment of the trust lands by the public by promoting the recreational, historical, scientific, educational and cultural heritage value of those lands, and*
- (c) *to ensure the conservation of the natural and cultural heritage values of the trust lands and the protection of the environment within those lands, and*
- (d) *such other objects, consistent with the functions of the Trust in relation to the trust lands, as the Trust considers appropriate.*

The Trust works to conserve and enhance the cultural heritage of the park; to raise awareness of the heritage values of the park; to improve the visitor experience and to manage the parklands estate for leisure, education, recreation and sporting activities.

Trustees

During the reporting period there were ten (10) meetings of the Trust.

Mr Tom Uren AO

Chair of the Trust. Re-appointed for two years commencing 4 October 2010. Tom Uren is a former Federal Member for Reid and a former senior Minister in the Whitlam and Hawke governments. He is an advocate for social and environmental issues including Sydney Harbour and public lands. Attended 9 out of 10 meetings.

Ms Elaine Evans

Member Finance and Audit Committee. Term expired 3 October 2011. Elaine is a past community representative on boards of Parramatta hospitals and a former local councilor. She has extensive experience as a coordinator for community organisations including the Women's Legal Resources Centre. Attended 3 out of 3 meetings.

Ms Penelope Pike

Member of Finance and Audit Committee. Term expired 3 October 2011. Penny holds a BA in History and Urban Geography and a Diploma in Town Planning. She is a Heritage Planner in private practice and is currently a trustee of the Historic Houses Trust of NSW and a member of the Board of Trustees for Eryldene. Attended 3 out of 3 meetings.

Mr John Landau

Chair of Finance Committee. Re-appointed for two years commencing 4 October 2010. John worked in setting up the NSW Office of State Revenue and for 10 years was a Deputy Commissioner of Taxation. He is a former CEO of the Royal Blind Society and past member of the Lord Howe Island and the Sydney Catchment Authority boards. Attended 9 out of 10 meetings.

Mr Tom O'Hanlon

Appointed for two years commencing 6 December 2010. Tom is the Director of Technical Services at Woollahra Council and a former senior manager at Parramatta City Council. Attended 10 out of 10 meetings.

Mr Alan Overton AM OAM

Term expired 3 October 2011. Alan is President of the Scouts Association, and member of the Westmead Hospital Research Foundation and Ronald McDonald House and a member of the Parramatta Stadium Trust. He has extensive involvement in community affairs. Attended 3 out of 3 meetings.

Ms Jackie Puckeridge

Re-appointed for two years commencing 4 October 2010. Jackie is the Aboriginal Co-management Coordinator with the National Parks & Wildlife Service. She is a former business woman with over 30 years' experience in Aboriginal training and employment. Attended 9 out of 10 meetings.

Trust Management

The Director Parramatta Park Trust is responsible for the administration and management of the Trust's lands and is subject to the control and direction of the Trust. The Director also reports to the Chief Executive, Office of Environment & Heritage of the Department of Premier and Cabinet.

The Trust is a non-budget dependent statutory body. The Trust has the capacity to fund programs and projects from retained revenue, grants and sponsorship. The Trust receives government grants for recurrent expenditure and capital projects. The Trust's expenditure covers administration and park services, horticultural and facility maintenance, conservation works, education and public programs, and park improvements.

Parramatta Park Trust is wholly responsible for the management and conservation of historic Parramatta Park and the provision of visitor facilities and services. Core services include the provision of venues to the community for recreational, cultural and educational activities; horticultural, landscape and facility management; tree management and bush regeneration; and, conservation of historic structures including gatehouses, the Dairy Cottage historic site, monuments, fences and archaeological sites. Three important sporting fields - Old Kings Oval, Coleman Oval and Mays Hill Oval – are maintained for sporting clubs, school sport and recreation, corporate sport and general training.

The Parramatta Memorial Swimming Centre, the Parramatta Golf Course and the Parramatta Leagues Club car park are located on trust land and leased. The Parramatta Café and Event Centre operates

under licence to the Trust. The Trust also manages a number of assets to provide revenue streams and services. These include two gatehouses leased as commercial offices and two public car parks.

STRATEGIC DIRECTION

Parramatta Park

Historic site and parklands for recreation, sport and fun

Key NSW 2021 Goals

- Protect our natural environment
- Increase opportunities for people to look after their own neighbourhoods and environment
- Make it easier for people to be involved in their communities
- Foster opportunity and partnerships with Aboriginal people
- Enhance cultural and natural heritage
- Place downward pressure on the cost of living
- Restore accountability to government

Parramatta Park Goals

- Recognised and embraced as a major cultural and historical landscape
- Integrated with the surrounding community
- A place for leisure, recreation and fun
- A place to experience of Australian history and environment in a contemporary world

Strategic Direction for Parramatta Park Trust

- Engage with government, community and stakeholders to promote awareness of the heritage significance and integrity of parklands
- Secure new and sustainable funding sources
- Develop sustainable programs for asset management and conservation of the parklands
- Increase visitation to and appreciation of Parramatta Park

MANAGEMENT FRAMEWORK

The *Parramatta Park Trust Act 2001* requires the Trust to prepare a plan of management for Parramatta Park.

The Parramatta Park Conservation Management Plan (CMP) provides policy for managing Parramatta Park and is a statutory document, endorsed by the Minister, and complies with Part 5 of the *Parramatta Park Trust Act 2001*. The Parramatta Park Landscape Master Plan and Archaeological Zoning Plan are companion volumes of the CMP. This plan guides the management of trust lands, as well as statutory obligations arising from listing of the site on the State Heritage Register and the National Heritage List

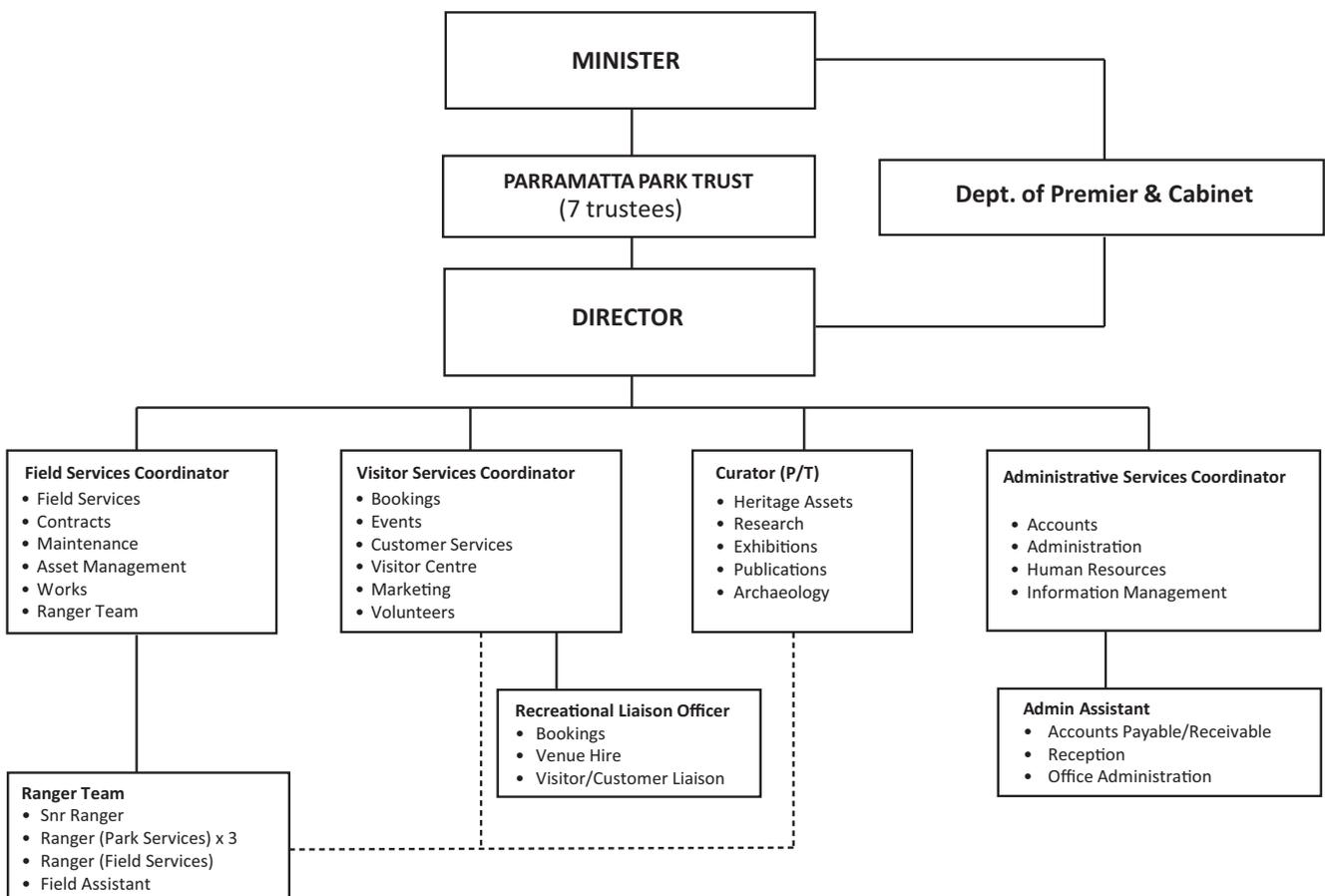
and to meet obligations relevant to the inscription of Parramatta Park and Old Government House on the World Heritage List.

The Old Government House and Domain Management Plan is an overarching policy document to meet the requirements of the World Heritage Guidelines and the Australian Convict Sites – Strategic Management Framework. This plan coordinates conservation between the separate managements for Parramatta Park and Old Government House, which form the World Heritage Listed site.

A Capital Works Strategy and site-specific conservation plans and action statements assist to identify funding needs and direct and guide asset management programs.

The Trust’s corporate plan and business plans are developed within this policy context and framework.

Organisational Chart



Parramatta Park Trust

FINANCIAL STATEMENTS AND NOTES

FOR THE FINANCIAL YEAR ENDED 30 JUNE 2012

STATEMENT BY TRUSTEES OF THE TRUST

Pursuant to Section 41C of the *Public Finance and Audit Act 1983*, and in accordance with a resolution of the trustees of the Parramatta Park Trust, we state that:

- a) The accompanying financial statements exhibit a true and fair view of the financial position of the Parramatta Park Trust as at 30 June 2012 and the transactions for the year then ended;
- b) The statements have been prepared in accordance with the provisions of the *Public Finance and Audit Act 1983*, the applicable clauses of the Public Finance and Audit Regulation 2010 and the Treasurer's Directions;
- c) We are not aware of any circumstances which would render any particulars included in the financial statements to be misleading or inaccurate.



Tom O'Hanlon
Trustee



Suellen Fitzgerald
A/Director

17 October 2012



INDEPENDENT AUDITOR'S REPORT Parramatta Park Trust

To Members of the New South Wales Parliament

I have audited the accompanying financial statements of the Parramatta Park Trust (the Trust), which comprise the statement of financial position as at 30 June 2012, the statement of comprehensive income, statement of changes in equity and statement of cash flows, for the year then ended, notes comprising a summary of significant accounting policies and other explanatory information.

Opinion

In my opinion, the financial statements:

- give a true and fair view of the financial position of the Trust as at 30 June 2012, and of its financial performance and its cash flows for the year then ended in accordance with Australian Accounting Standards
- are in accordance with section 41B of the *Public Finance and Audit Act 1983* (the PF&A Act) and the Public Finance and Audit Regulation 2010

My opinion should be read in conjunction with the rest of this report.

The Trustees' Responsibility for the Financial Statements

The members of the Trustee are responsible for the preparation of the financial statements that give a true and fair view in accordance with Australian Accounting Standards and the PF&A Act, and for such internal control as the members of the Trust determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

My responsibility is to express an opinion on the financial statements based on my audit. I conducted my audit in accordance with Australian Auditing Standards. Those Standards require that I comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the Trust's preparation of the financial statements that give a true and fair view in order to design audit procedures appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Trust's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the members of the Trust, as well as evaluating the overall presentation of the financial statements.

I believe the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

My opinion does *not* provide assurance:

- about the future viability of the Trust
- that it has carried out its activities effectively, efficiently and economically
- about the effectiveness of its internal control
- about the security and controls over the electronic publication of the audited financial statements on any website where they may be presented
- about other information which may have been hyperlinked to/from the financial statements

Independence

In conducting my audit, I have complied with the independence requirements of the Australian Auditing Standards and other relevant ethical pronouncements. The PF&A Act further promotes independence by:

- providing that only Parliament, and not the executive government, can remove an Auditor-General
- mandating the Auditor-General as auditor of public sector agencies, but precluding the provision of non-audit services, thus ensuring the Auditor-General and the Audit Office of New South Wales are not compromised in their roles by the possibility of losing clients or income.



Steven Martin
Director, Financial Audit Services

19 October 2012
SYDNEY

Parramatta Park Trust

STATEMENT OF COMPREHENSIVE INCOME

FOR THE YEAR ENDED 30 JUNE 2012

	Notes	2012 \$	2011 \$
Revenue from continuing operations	3	4,765,282	9,020,166
Personnel services expense	2(a)	762,151	845,852
Depreciation expense	2(b)	577,407	565,723
Other expenses from continuing operations	2(c)	1,763,938	1,714,948
SURPLUS / (DEFICIT) FOR THE YEAR		1,661,786	5,893,643
Income tax expense		-	-
Other comprehensive income for the year			
Net increase / (decrease) in property, plant and equipment asset revaluation reserves		-	-
TOTAL COMPREHENSIVE INCOME FOR THE YEAR		1,661,786	5,893,643

The accompanying notes form part of these financial statements.

Parramatta Park Trust
STATEMENT OF FINANCIAL POSITION
AS AT 30 JUNE 2012

	Notes	2012 \$	2011 \$
CURRENT ASSETS			
Cash assets	11(a)	9,073,466	8,304,857
Receivables & Prepayments	4	438,204	523,831
Total Current Assets		9,511,670	8,828,688
NON-CURRENT ASSETS			
Receivables	4	5,182,371	5,175,192
Property, plant and equipment	5	20,469,194	19,863,800
Total Non-Current Assets		25,651,565	25,038,992
TOTAL ASSETS		35,163,235	33,867,680
CURRENT LIABILITIES			
Payables	6	699,115	1,093,396
Other liabilities	7	12,574	8,178
Total Current Liabilities		711,689	1,101,574
NON-CURRENT LIABILITIES			
Payables	6	68,230	44,576
Total Non-Current Liabilities		68,230	44,576
TOTAL LIABILITIES		779,919	1,146,150
NET ASSETS		34,383,316	32,721,530
EQUITY			
Asset revaluation reserve		6,865,324	6,865,324
Accumulated surplus		27,517,992	25,856,206
TOTAL EQUITY		34,383,316	32,721,530

The accompanying notes form part of these financial statements.

Parramatta Park Trust
STATEMENT OF CHANGES IN EQUITY
 FOR THE YEAR ENDED 30 JUNE 2012

	Accumulated Funds		Asset Revaluation		Total Equity	
	2012	2011	2012	2011	2012	2011
	\$	\$	\$	\$	\$	\$
BALANCE AT 30 JUNE 2011	25,856,206	19,962,563	6,865,324	6,865,324	32,721,530	26,827,887
Surplus for the year	1,661,786	5,893,643	-	-	1,661,786	5,893,643
Total other comprehensive income	-	-	-	-	-	-
Total comprehensive income	1,661,786	5,893,643	-	-	1,661,786	5,896,643
BALANCE AT 30 JUNE 2012	27,517,992	25,856,206	6,865,324	6,865,324	34,383,316	32,721,530

The accompanying notes form part of these financial statements.

Parramatta Park Trust
STATEMENT OF CASH FLOWS
 FOR THE YEAR ENDED 30 JUNE 2012

	Notes	2012 \$	2011 \$
CASH FLOWS FROM OPERATING ACTIVITIES			
<i>Payments</i>			
Payments to employees and suppliers		(3,281,915)	(3,328,370)
Total Payments		<u>(3,281,915)</u>	<u>(3,328,370)</u>
<i>Receipts</i>			
Receipts from customers		1,756,902	1,950,722
Interest received		420,593	370,511
Total Receipts		<u>2,177,495</u>	<u>2,321,233</u>
<i>Cash Flows from Government</i>			
Grants received		3,055,830	7,196,557
Net cash provided by government		<u>3,055,830</u>	<u>7,196,557</u>
NET CASH FLOWS FROM OPERATING ACTIVITIES	11(b)	1,951,410	6,189,420
CASH FLOWS FROM INVESTING ACTIVITIES			
Payment for purchase of property, plant and equipment		(1,182,801)	(1,553,318)
NET CASH FLOWS FROM INVESTING ACTIVITIES		(1,182,801)	(1,553,318)
Net increase / (decrease) in cash held		768,609	4,636,102
Cash and cash equivalents at beginning of period		8,304,857	3,668,755
CASH AND CASH EQUIVALENTS AT END OF THE FINANCIAL YEAR	11(a)	9,073,466	8,304,857

The accompanying notes form part of these financial statements.

Parramatta Park Trust

NOTES TO THE FINANCIAL STATEMENTS

1 STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES AND METHODS

The Parramatta Park Trust is established by the *Parramatta Park Trust Act 2001 No17*. The Trust is a statutory body and is subject to the control and direction of the Minister for the Environment.

Statement of Compliance

The financial statements are general purpose financial statements which have been prepared in accordance with applicable Australian Accounting Standards (which include Australian Accounting Interpretations), the requirements of the *Public Finance and Audit Act 1983* and Regulations and directions issued by the Treasurer.

Going Concern

On the assumptions that the NSW Government grant will continue and that the Trust will be able to pay its debts as and when they fall due, the financial statements have been prepared on a going concern basis.

Basis of Preparation

The financial statements have been prepared on an accrual basis. The Statement of Cash Flows is prepared in accordance with AASB 107 using the direct method.

The financial statements for the year ended 30 June 2012 have been authorised for issue by the trustees of Parramatta Park Trust on 22 October 2012.

Property, plant and equipment and financial assets are measured at fair value. Other financial statement items are prepared in accordance with historical cost convention.

Judgements, key assumptions and estimations management have made are disclosed in the relevant notes to the Financial Statements.

All amounts are rounded to the nearest dollar and are expressed in Australian currency.

The following significant accounting policies have been adopted in the preparation and presentation of the financial statements:

1.1 Personnel Services and Provisions

Current and non current liabilities (Personnel Services payable) exist which include provisions for all employee related entitlements.

Liabilities for salaries and wages and annual leave that are due to be settled within 12 months after the end of the period in which the employees render the services are recognised and measured in respect of employees' services up to the reporting date at undiscounted amounts based on the amounts expected to be paid when the liabilities are settled.

The outstanding amounts of payroll tax, workers compensation insurance premiums and fringe benefits tax, which are inconsequential to employment, are recognised as liabilities and expenses where the employee benefits to which they relate have been recognised.

Long service leave is measured at present value in accordance with AASB 119 Employee Benefits. This is based on the application of certain factors (specified in NSW Treasury Circular 12/06).

The superannuation expense for the financial year for certain superannuation schemes (ie Basic Benefit and First State Super) is calculated as a percentage of the employee's salary.

1.2 Goods and Services Tax

Revenue, expenses and assets are recognised net of the amount of goods and services tax (GST), except:

- i* where the amount of GST incurred is not recoverable from the Australian Taxation Office, it is recognised as part of the cost of acquisition of an asset or as part of an item expense; or
- ii* for receivables and payables which are recognised inclusive of GST.

Cash flows are included in the Statement of Cash Flows on a gross basis however, the GST component of cash flows arising from investing and financing activities, which is recoverable from, or payable to, the Australian Taxation Office is classified as part of the operating cash flows.

Parramatta Park Trust

NOTES TO THE FINANCIAL STATEMENTS

1.3 Revenue

Revenue is recognised and measured at the fair value of the consideration received or receivable.

The following specific recognition criteria are applied before revenue is recognised.

i Contributions from Government

State government contributions towards the operating costs of the Trust are recognised as income in the year received. Government grants for non current assets are recognised as income in accordance with AASB 1004 Contributions.

ii Grants

Grants are recognised as income when the Trust obtains control over the assets comprising the contributions. Control is normally obtained upon receipt of cash.

iii Leases

Revenue from leased properties is accounted for in accordance with AASB 117 Leases.

iv Casual Hire and Events

Charges for the use of the park facilities are recognised as revenue when the fees are invoiced.

v Parking Related Income

Parking related income is recognised as revenue in the period it is received.

vi Interest Received

Interest received is recognised using the effective interest method as set out in AASB 139 Financial Instruments: Recognition and Measurement.

vii Maintenance

Day to day servicing costs or maintenance are charged as expenses as incurred except where they relate to the replacement of a part or component of an asset, in which case the costs are capitalised and depreciated.

1.4 Acquisition of Assets

The cost method of accounting is used for all acquisitions of property, plant and equipment. Cost is determined as the fair value of the property, plant and equipment at the date of acquisition plus costs incidental to the acquisition.

1.5 Capitalisation Policy

Assets which have value of \$5,000 or more or which are part of a network (e.g. computers) are capitalised. Only the direct cost or fair value of the asset is capitalised and assets not capitalised are treated as an expense in the year of purchase.

1.6 Depreciation of Physical Non-Current Assets

All non-current assets having a limited useful life are depreciated over their expected useful life in a manner that reflects the consumption of their service potential. The straight line method is used to depreciate non-current assets. Land is not depreciated on the basis that its service potential has not, in any material sense, been consumed during the reporting period.

Buildings and Improvements - depreciation rate applied is 2%.

Roads and Other Access - depreciation rate applied is 2.5%.

Plant and Equipment - depreciation rates applied vary from 13% to 20%.

Motor Vehicles - depreciation rate applied is 15%.

Furniture and Fittings - depreciation rate applied is 13%.

1.7 Revaluation of Physical Non-Current Assets

Physical non-current assets are valued in accordance with the "Guidelines for the Valuation of Physical Non-current Assets at Fair Value" (TPP 07-01). This policy adopts "Fair Value" in accordance with AASB 116 "Property, Plant and Equipment".

Fair value of property, plant and equipment is determined based on the best available market evidence, including current selling prices for the same or similar assets. Where there is no available market evidence, the asset's fair value is measured at its market's buying price, the best indicator of which is depreciated replacement cost.

When revaluing non-current assets by reference to current prices for assets newer than those being revalued (adjusted to reflect the present condition of the asset), the gross amount and the related accumulated depreciation are separately restated.

For other assets, any balances of accumulated depreciation of the revaluation done in respect of the assets are credited to the asset accounts to which they relate. The net assets accounts are then increased or decreased by the revaluation increments or decrements.

Parramatta Park Trust

NOTES TO THE FINANCIAL STATEMENTS

Revaluation increments are credited directly to the asset revaluation reserve except that an increment reverses a revaluation decrement in respect of that class of asset previously recognised as an expense in the Statement of Comprehensive Income. The increment is recognised immediately as revenue in the Statement of Comprehensive Income.

Revaluation decrements are recognised immediately as expenses in the Statement of Comprehensive Income except that, to the extent that the credit balance exists in the asset revaluation reserve in respect of the same class of assets, they are debited directly in the asset revaluation reserve.

As a not-for-profit entity, revaluation increments and decrements are offset against one another within a class of non-current asset, but not otherwise. Where an asset that has previously been revalued is disposed of, any balance remaining in the asset revaluation reserve in respect of that asset is transferred to accumulated funds.

The Trust revalues each class of property, plant and equipment at least every five years or with sufficient regularity to ensure that the carrying amount of each asset in the class does not differ materially from its fair value at the reporting date. The last revaluation was completed on 30 June 2010 and was based on an independent assessment.

Non-specialised assets with short useful lives are measured at depreciated historical cost, as a surrogate for fair value.

1.8 Loans and Receivables

Loans and receivables are non-derivative financial assets with fixed or determinable payments that are not quoted in an active market. These financial assets are recognised initially at fair value, usually based on the transaction cost or fair value. Subsequent measurement is at amortised cost using effective interest method less an allowance for any impairment of receivables. Any changes are recognised in the Statement of Comprehensive Income in the year when impaired, derecognised or through the amortisation process.

Short term receivables with no stated interest rate are measured at the original invoice amount where the effect of discounting is immaterial.

1.9 Payables

These amounts represent liabilities for goods and services provided to the Trust. Payables are recognised initially at fair value, usually based on the transaction cost or face value. Subsequent measurement is at amortised cost using the effective interest method. Short-term payables with no stated interest rate are measured at the original invoice amount where the effect of discounting is immaterial.

1.10 Leasing - Trust as lessor

Leases are classified as finance leases whenever the terms of the lease transfer substantially all the risk and rewards of ownership to the lessee in accordance with AASB 117.

Amounts due from lessees under finance leases are recognised as receivables at the amount of the Trust's net investment in the lease. Finance lease income is allocated to accounting periods so as to reflect a constant periodic rate of return on the Trust's net investment outstanding in respect to the leases.

All other leases are classified as operating leases. Rental income from operating leases is recognised on a straight-line basis over the term of the relevant lease.

1.11 Income Tax

The activities of the Trust are exempt from the provisions of the *Income Tax Assessment Act* and other Federal legislation, with the exception of the requirement to pay fringe benefits tax and goods and services tax.

1.12 Impairment of Financial Assets

All financial assets, except those measured at fair value are subject to annual review of impairment. An allowance for impairment is established when there is objective evidence that the entity will not be able to collect all amounts due. For financial assets carried at amortised cost, the amount of the allowance is the difference between the assets carrying amount and the present value of estimated future cash flows, discounted at the effective interest rate.

Any reversals of impairment losses are reversed through the Income Statement, where there is objective evidence. Reversals of impairment losses of financial assets carried at amortised cost cannot result in a carrying amount that exceeds what the carrying amount would have been had there not been an impairment loss.

1.13 Adoption of New and Revised Accounting Standards

During the year, the agency has adopted all the new and revised Australian Accounting Standards and Interpretations applicable to its operations which became mandatory in accordance with the NSW Treasury Circulars. The adoption of these standards has not impacted the recognition, measurement and disclosure of transactions.

1.14 New Australian Account Standards issued but not effective

At reporting date a number of accounting standards adopted by the AASB have been issued but are not yet operative. At present New South Wales Treasury is mandating not to early adopt any of the Standards / Interpretations. As such, these new Standards / Interpretations have not been early adopted by the Parramatta Park Trust.

It is considered that the implementation of these Standards will not have any material impact on the Trust's financial statements.

Parramatta Park Trust

NOTES TO THE FINANCIAL STATEMENTS

2 OPERATING EXPENSES	2012	2011
	\$	\$
(a) Personnel Services:		
Salaries & wages	678,311	743,305
Superannuation entitlements	52,551	63,342
Annual leave & long service leave	18,735	6,544
Payroll Tax	-	8,671
Workers Compensation	12,554	23,990
TOTAL PERSONNEL SERVICES EXPENSES	762,151	845,852
(b) Depreciation expense:		
Buildings	360,356	342,375
Road and other infrastructure	163,545	172,415
Plant and equipment	44,854	42,280
Motor vehicle	7,831	7,831
Furniture and fittings	821	822
TOTAL DEPRECIATION EXPENSE	577,407	565,723
(c) Other expenses:		
Insurance	40,930	66,578
Audit remuneration	42,714	18,450
Legal and accounting	47,676	14,772
Motor vehicle expenses and travel	9,476	11,030
Office running costs	194,575	250,899
	335,371	361,729
<i>Promotions</i>		
Events	339,813	385,119
	339,813	385,119
<i>Maintenance</i>		
Parklands	968,558	845,251
Buildings	120,196	122,849
	1,088,754	968,100
TOTAL OTHER EXPENSES	1,763,938	1,714,948
3 REVENUE FROM CONTINUING OPERATIONS		
(a) User charges:		
Leases	177,890	194,887
Casual hire and events	129,229	94,707
	307,119	289,594
(b) Other revenue:		
Interest revenue from financial assets not at fair value through profit or loss	9,724	164,874
Interest revenue from TCorp Hour Glass Investment facilities designated at fair value through profit or loss	410,869	205,637
Finance lease income	399,734	399,217
Parking related income	557,875	546,932
Sundry income	6,095	140,032
Expense recovery	15,506	41,500
Insurance recovery	2,530	35,823
	1,402,333	1,534,015
(c) NSW Government grants:		
Recurrent	1,619,000	1,315,000
Capital	1,413,000	878,000
Premier's Funding	-	5,000,000
Other	23,830	3,557
	3,055,830	7,196,557
TOTAL REVENUE	4,765,282	9,020,166

Parramatta Park Trust

NOTES TO THE FINANCIAL STATEMENTS

4 RECEIVABLES & PREPAYMENTS	2012	2011
	\$	\$
Current		
Trade receivables	18,771	33,830
Goods and services tax recoverable	15,440	80,781
Lease Receivables	400,289	399,734
Other	3,704	9,486
	438,204	523,831
Non Current		
Lease Receivables	5,182,371	5,175,192
	5,182,371	5,175,192

Leasing Arrangements

The Trust entered into a finance lease arrangement with Parramatta Leagues Club for a section of Trust land to be utilised as a car park and portion of the clubhouse.

The term of the finance lease is 50 years with a 49 year option. For the entire lease term, the interest rate inherent in the lease is increased annually by CPI and every 5 years to market value.

Future minimum finance lease receivables

Not later than 1 year	400,289	399,734
Later than 1 year and not later than 5 years	1,204,605	1,202,691
Later than 5 years	76,589,918	76,992,120
TOTAL FUTURE MINIMUM FINANCE LEASE PAYMENTS (GST EXCLUSIVE)	78,194,812	78,594,545

5 NON CURRENT ASSETS - PROPERTY, PLANT AND EQUIPMENT

Reconciliation of carrying amounts at the beginning and end of the period

	Land	Buildings	Roads and Other Infrastructure	Plant and Equipment	Capital Work in Progress	Total
	\$	\$	\$	\$	\$	\$
Gross carrying amount						
Balance at 1 July 2010	3,900,000	16,261,525	6,896,606	392,591	1,136,242	28,586,964
Additions	-	-	-	1,143	1,552,175	1,553,318
Transfers	-	1,756,260	-	(109)	(1,756,151)	-
Balance at 30 June 2011	3,900,000	18,017,785	6,896,606	393,625	932,266	30,140,282
Additions	-	-	-	23,900	1,158,901	1,182,801
Transfers	-	-	1,742,376	-	(1,742,376)	-
Balance at 30 June 2012	3,900,000	18,017,785	8,638,982	417,525	348,791	31,323,083
Accumulated depreciation						
Balance as 1 July 2010	-	7,500,458	2,004,967	205,334	-	9,710,759
Depreciation Expense	-	342,375	172,415	50,933	-	565,723
Balance at 1 July 2011	-	7,842,833	2,177,382	256,267	-	10,276,482
Depreciation Expense	-	360,356	163,545	53,506	-	577,407
Balance at 30 June 2012	-	8,203,189	2,340,927	309,773	-	10,853,889
Net book value						
As at 30 June 2011	3,900,000	10,174,952	4,719,224	137,358	932,266	19,863,800
As at 30 June 2012	3,900,000	9,814,596	6,298,055	107,752	348,791	20,469,194

Parramatta Park Trust

NOTES TO THE FINANCIAL STATEMENTS

6 PAYABLES	2012	2011
	\$	\$
<i>Current</i>		
Trade creditors	456,451	722,235
Personnel Services payable	91,098	175,206
Bonds	11,201	26,337
Other payables	140,365	169,618
	699,115	1,093,396
<i>Non Current</i>		
Personnel Services payable	68,230	44,576
	68,230	44,576
7 OTHER LIABILITIES		
Income in advance	12,574	8,178
	12,574	8,178
8 AUDITORS REMUNERATION		
Audit Office of NSW – External Audit	28,000	18,450
	28,000	18,450

The auditors received no other benefits.

9 RELATED PARTIES

The related parties are the trustees of the Parramatta Park Trust.

The following persons were trustees during the financial year:

Tom Uren AO (Chair)	Term ended 3 Oct 2012
Elaine Evans	Term ended 3 Oct 2011
John Landau	Term ended 3 Oct 2012
Tom O’Hanlon	Term ends 5 Dec 2012
Alan Overton	Term ended 3 Oct 2011
Penelope Pike	Term ended 3 Oct 2011
Jackie Puckeridge	Term ended 3 Oct 2012

No loans or advances were provided to the chair or trustees of Parramatta Park Trust. Amounts totalling \$27,757 (2011 - \$22,826) have been paid to trustees as sitting fees.

10 CONTINGENT ASSETS AND LIABILITIES

The Trust does not have any contingent assets or contingent liabilities.

11 NOTE TO STATEMENT OF CASH FLOWS

(a) Reconciliation of cash and cash equivalents		
Cash at bank	58,761	75,020
Cash on deposit	9,014,406	8,229,537
Cash on hand	300	300
	9,073,466	8,304,857
(b) Reconciliation of cash flows from operating activities		
Surplus for the year	1,661,786	5,893,643
Depreciation	577,407	565,723
Changes in assets and liabilities		
Increase / (decrease) in trade payables	(370,627)	(767,570)
Increase / (decrease) in other liabilities	4,396	8,178
(Increase) / decrease in trade and other receivables	78,448	489,446
NET CASH FLOWS FROM OPERATING ACTIVITIES	1,951,410	6,189,420

Parramatta Park Trust

NOTES TO THE FINANCIAL STATEMENTS

12 COMMITMENTS FOR EXPENDITURE

	2012	2011
	\$	\$
Not later than 1 year	-	24,869
TOTAL COMMITMENTS GST INCLUSIVE	-	24,869
GST 2012 \$-; GST 2011 \$2,261		

13 FINANCIAL INSTRUMENTS

The Trust's principal financial instruments are outlined below. These financial instruments arise directly from the Trust's operations or are required to finance the Trust's operations. The Trust does not enter into or trade financial instruments, including derivative financial instruments, for speculative purposes.

The Trust's main risks arising from financial instruments are outlined below, together with the Trust's objectives, policies and processes for measuring and managing risk.

The trustees of Parramatta Park Trust have overall responsibility for the establishment and oversight of risk management. Procedures are in place to monitor these risks.

(a) Financial Instrument Categories

Financial Assets	Note	Category	Carrying Amount 2012	Carrying Amount 2011
Class:				
Cash and cash equivalent	11	NA	9,073,466	8,304,857
Receivables ¹	4	Loans & Receivables (at amortised cost)	5,601,431	5,618,242

Financial Liabilities	Note	Category	Carrying Amount 2012	Carrying Amount 2011
Class:				
Payables ²	6	Financial liabilities (at amortised cost)	767,345	1,137,972

Notes

¹ Excludes statutory receivables and prepayments (ie not within scope of AASB 7).

² Excludes statutory payables and unearned revenue (ie not within scope of AASB 7).

(b) Credit Risk

Credit risk arises when there is the possibility of the Trust's debtors defaulting on their contractual obligations, resulting in a financial loss to the Trust. The maximum exposure to credit risk is generally represented by the carrying amount of the financial assets (net of any allowance for impairment). No collateral is held by the Trust. The Trust has not granted any financial guarantees.

Cash on Hand and Cash Equivalents

Cash comprises cash on hand and bank balances with the Commonwealth Banking Corporation. Interest is earned on daily bank balances at a monthly variable rate. Cash equivalents comprise deposits in the NSW Treasury Corporation (TCorp) Hour Glass Cash Facility which is referred in section (d) below.

Accounts Receivable - Trade Debtors

All trade debtors are recognised as amounts receivable at balance date. Collectability of trade debtors is reviewed on an ongoing basis. Procedures as established in the Treasurer's Directions are followed to recover outstanding amounts, including letters of demand. An allowance for impairment is raised when there is objective evidence that the entity will not be able to collect all amounts due. This evidence includes past experience, and current and expected changes in economic conditions and debtor credit ratings. Trade debtors primarily relate to booking fees. Credit risk is managed by a policy of not confirming a booking until the booking fee has been paid in full. Debts which are known to be uncollectible are written off. No interest is earned on trade debtors.

The Trust is not materially exposed to concentrations of credit risk to a single trade debtor or group of debtors.

The table below summarises the maturity profile of the Trust's financial liabilities:

Contractual Maturities of Financial Liabilities	Less than 12 months	More than 12 months	Total Contractual Cash Flows
2012			
Payables	699,115	68,230	767,345
2011			
Payables	1,093,396	44,576	1,137,972

Parramatta Park Trust

NOTES TO THE FINANCIAL STATEMENTS

(c) Market Risk

Market risk is the risk that the fair value or future cash flows of financial instruments will fluctuate because of changes in market prices. The Trust's exposure to market risk is primarily through price risks associated with the movement in the unit price of the TCorp Hour Glass Investment facilities. The Trust has no exposure to foreign currency risk and does not enter into commodity contracts.

The effect on profit and equity due to a reasonable possibility of change in risk variable is outlined in the information below, for interest rate risk and other price risk. A reasonable possibility of change in risk variable has been determined after taking into account the economic environment in which the Trust operates and the time frame for the assessment (ie until the end of the next annual reporting period). The sensitivity analysis is based on risk exposures in existence at the balance date. The analysis is performed on the same basis for 2011. The analysis assumes that all other variables remain constant.

(d) Interest Rate Risk

The Trust's exposure to interest rate risks is set out below:

	Carrying Amount	- 1 % Profit	- 1 % Equity	1 % Profit	1 % Equity
2012					
<i>Financial assets</i>					
Cash and cash equivalents	9,073,466	(90,735)	(90,735)	90,735	90,735
Receivables	5,612,996				
<i>Financial Liabilities</i>					
Payables	767,346				
2011					
<i>Financial assets</i>					
Cash and cash equivalents	8,304,857	(83,049)	(83,049)	83,049	83,049
Receivables	5,699,023				
<i>Financial Liabilities</i>					
Payables	1,137,972				

(e) Other Price Risk – TCorp Hour Glass Facilities

Exposure to 'other price risk' primarily arises through the investment in the TCorp Hour Glass Investment facilities, which are held for strategic rather than trading purposes. The Trust has no direct equity investments. The Trust holds units in the following Hour Glass Investment trusts:

Facility	Investment Sectors	Investment Horizon	2012 \$	2011 \$
Cash Facility	Cash, money market instruments	Up to 2 years	1,758,441	1,320,023
Strategic Cash Facility	Cash, money market and other interest rate instruments	1.5 to 3 years	7,255,965	6,909,514

The unit price of each facility is equal to the total fair value of net assets held by the facility divided by the total number of units on issue for that facility. Unit prices are calculated and published daily.

TCorp as trustee for each of the above facilities is required to act in the best interest of the unit holders and to administer the trusts in accordance with the trust deeds. As trustees, TCorp has appointed external managers to manage the performance and risks of each facility in accordance with a mandate agreed by the parties. However, TCorp acts as manager for part of the Cash Facility. A significant portion of the administration of the facilities is outsourced to an external custodian.

Investment in the Hour Glass facilities limits the Trust's exposure to risk as it allows diversification across a pool of funds with different investment horizons and a mix of investments.

TCorp provides sensitivity analysis information for each of the facilities, using historically based volatility information. The TCorp Hour Glass Investment facilities are designated at fair value through profit or loss and therefore any change in unit price impacts directly on profit (rather than equity).

Facility	Change in Unit Price	Impact on Profit / Loss	
		2012 \$	2011 \$
Cash Facility	+ / - 1% (2011:/- 1%)	17,584	13,200
Strategic Cash Facility	+ / - 1% (2011+/- 2%)	72,560	69,095

Parramatta Park Trust

NOTES TO THE FINANCIAL STATEMENTS

(f) Fair Value Recognised in the Statement of Financial Position

The Trust uses the following hierarchy for disclosing the fair value of financial instruments by valuation technique:

Level 1 - Derived from quoted prices in active markets for identical assets / liabilities.

Level 2 - Derived from inputs other than quoted prices that are observable directly or indirectly.

Level 3 - Derived from valuation techniques that include inputs for the asset / liability not based on observable market data (unobservable inputs)

	Level 1 \$	Level 2 \$	Level 3 \$	Total \$
2012				
<i>Financial assets at fair value</i>				
TCorp Hour Glass Investment. Facility	9,014,406	-	-	9,014,406
2011				
<i>Financial assets at fair value</i>				
TCorp Hour Glass Investment. Facility	8,229,537	-	-	8,229,537

The table above only includes financial assets, as no financial liabilities were measured at fair value in the statement of financial position.

There were no transfers between Levels 1 and 2 during the period ended 30 June 2012 or 30 June 2011.

14 OPERATING LEASE REVENUE

The Trust has entered into a number of agreements whereby land and buildings owned by the Trust are leased or licensed to third parties for the purpose of operating various commercial enterprises. The terms of these agreements range up to 5 years.

	2012 \$	2011 \$
<i>Future minimum lease receivables</i>		
Not later than 1 year	138,058	40,128
Later than 1 year and not later than 5 years	242,394	83,886
TOTAL FUTURE MINIMUM LEASE PAYMENTS (GST EXCLUSIVE)	380,452	124,014

15 SEGMENT REPORTING

The Trust operates predominantly in one business and geographical segment being the management of Parramatta Park, Parramatta NSW.

16 EVENTS AFTER THE REPORTING PERIOD

During September 2012, the Director of the Parramatta Park Trust employment contract expired. An instrument of delegation was signed by the Trustee of the Parramatta Parks Trust on the 3 October 2012, under Section 22 of the *Parramatta Park Trust Act 2011*. This effectively delegated the Director's function under the Act to the Director of Western Sydney Parklands Trust until 30 June 2013. The Director of Western Sydney Parklands Trust under this delegation is authorised to approve the financial statements dated 30 June 2012.

END OF AUDITED FINANCIAL STATEMENTS

Appendices - Government Information

Appendix 1 - Internal Audit and Risk Management Statement for the 2011/12 Financial Year for the Parramatta Park Trust

The Trust was granted exemptions by its Portfolio Minister regarding compliance with certain requirements of Policy TPP 09-05 for the year ended 30 June 2012. The Trust is currently in the process of implementing practicable measures to ensure internal audit and risk management processes are in place to provide a level of assurance that enables senior management of Parramatta Park Trust to understand, manage and satisfactorily control risk.

signed



Acting Director

18 October 2012

Appendix 2 - Government Information (Public Access) Act 2009 No. 52

On 1 July 2010, the Freedom of Information Act 1989 (FOI) was repealed and replaced by the Government Information (Public Access) Act 2009 (GIPA Act).

The GIPA Act is based on a presumption in favour of disclosing government information unless there is an overriding public interest against disclosure, for example, someone's personal details. This new legislation is designed to

- Promote open discussion of public affairs
- Enhance Government accountability
- Contribute to positive and informed debate on issues of public importance
- Inform the public about the operations of agencies and in particular, or their policies and practices for dealing with members of the public
- Ensure effective oversight of the expenditure of public funds

This new legislation encourages the proactive release of government information on agency websites. There are now four ways members of the public can access government information. They are

1. **Mandatory Disclosure**

Agencies must publish certain information on their websites. For example, policies, guidelines, annual reports. Please see our pages under the Park Management tab for this information.

2. **Proactive Release**

Agencies are encouraged to release as much government information as possible on their website.

3. **Informal Release**

Agencies are encouraged to release information on request without requiring a formal application unless it isn't in the public interest.

4. **Formal Access Application**

In some cases, a formal application and \$30 fee may be required.

Requesting Information

The first avenue of access to the information you wish to see is to consult the Parramatta Park Trust website www.ppt.nsw.gov.au. If you cannot find the information that you seek on this website you can request information from the Trust directly by contacting:

Right to Information Officer

Parramatta Park Trust

PO Box 232

Parramatta NSW 2124

Tel: 02 9995 0594

Email: info@ppt.nsw.gov.au

Contracts

The GIPA Act requires government agencies to record and publish certain information about some contracts with private sector bodies. The Parramatta Park Trust has reviewed the contracts and placed relevant disclosure on our website.

Authorised proactive review and release of information

During the year The Trust reviewed information under s7(3) of the GIPA Act and disclosed two important documents relating to park management plans and policy relating to a review of managing historic views post-World Heritage listing and the Strategic Management Framework for the Australian Convict Sites. The Trust publishes a Publication Guide as required by the GIPA Act.

Access applications received

Apart from general requests for historical information and copies of publications and the Annual Report the Trust did not receive any access applications during the year and consequently did not refuse any applications.

Relevant Legislation

Parramatta Park Trust operates within the *Parramatta Park Trust Act 2001 No. 17* and the *Parramatta Park Regulation 2012*.

The Minister for the Environment is responsible for a number of Acts with respect to Parramatta Park:
Parramatta Park Trust Act 2001 No. 17
Parramatta Park (Old Government House) Act 1967 No. 33
Crown Lands Act 1989 No. 6- so far it relates to the Crown Reserve known as Parramatta Park

Legislation changes during the year

There were no legislation changes during the Financial Year. In accordance with Section 5 of the Subordinate Legislation Act 1989, the Trust undertook a review to make the Parramatta Park Trust Regulation 2012, to replace the Parramatta Park Trust Regulation 2007, due for automatic repeal on 30 August 2012. It regulates the conduct of persons, and the entry of persons and vehicles, onto Trust land, and provides for the enforcement of those requirements. The proposed Parramatta Park Trust Regulation 2012 remakes the 2007 Regulation with amendments.

The proposed regulation and Regulatory Impact Statement, was placed on public exhibition during June and July 2012.

The Parramatta Park Trust Regulation 2012 was re-made effective of 1 September 2012.

Publications

Parramatta Park Trust Annual Report
Parramatta Park Visitor Guide
Shaping the Domain: The Macquarie Legacy at Parramatta Park
Shaping the Domain: The World Heritage Site Old Government House & Domain at Parramatta Park
Parramatta Park Year 7/8 Learning Resource
Parramatta Park Events (quarterly brochure)
Colonial Rose Hill self-guided walking tour
Parramatta Park Monuments and Sites self-guided walking tour
The Dairy Precinct
The Governor's Dairy Parramatta Park: Its History and Important Events
Parramatta Observatory: The Story of Brisbane, Rümker and Dunlop
The Green Guide to Parramatta Park
Rumsey Rose Garden (information leaflet)
Aboriginal Landscape Trail

Management Plans

Parramatta Park Landscape Master Plan
Parramatta Park Conservation & Management Plan
Old Government House & Domain Management Plan
Parramatta River Grey-headed Flying-fox Management Plan

Presentations and Papers by Trust Staff

The Curator prepared and presented seminars for special interest groups

- A seminar at Old Government House on the Aboriginal, Colonial and Park era history of Parramatta Park for the National Trust's trainee Volunteer Guide induction course at Old Government House in June
- A seminar at the Dairy on the function, design and construction of the Cottage for students from Lidcome TAFE design and technical drawing course
- A seminar at Parramatta Heritage Centre on the Trees of Parramatta Park for visitors to the Memories of Trees exhibition

Appendix 3 – Statement of Responsibility – Credit Card Use

Parramatta Park Trust does not issue credit cards for use on behalf of the Trust.

Appendix 4 - Leases and Licences

The following leases and licences and other agreements were in force on trust lands as at 30 June 2012.

Leases

Parramatta Golf Club Limited – Parramatta Golf Course
Parramatta Leagues Club – Leagues Club Car Park
Parramatta City Council – Parramatta Memorial Swimming Centre
A. J. Byrnes & D. L. Borger – Ross Street Gatehouse

Licences

N. Taouk – Parramatta Park Café & Event Centre
Parramatta City Council – fish ladder interpretation signage
T. Gvozdeva – George Street Gatehouse

Easement for stormwater access

Holroyd Council – golf course area

Appendix 5 – Equal Employment Opportunity (EEO)

The Trust is committed to the principles of Equal Employment Opportunity. Women are represented in the key operational areas of administration, visitor services and field services. Ongoing workplace support has been provided to staff with disabilities in partnership with external disability support services.

Appendix 6 – List of Staff

Staff members located at Parramatta Park are employed under the Office of Environment & Heritage, Department of Premier and Cabinet.

Staff as at 30 June 2012:

Susan Clunie, A/Visitor Services Coordinator
Stefanie Kendall, Recreational Liaison Officer (p/t)
Christopher Levins, Director
Uday Mangalavekhar, Park Services Project Intern
Verena Mauldon, Curator Cultural Heritage (p/t)
Chris Mikhael, Ranger (Field Services)
Anna Vukojevic, Administration Assistant
Michael Welsby, Field Assistant

Appendix 7 – Risk Management and Occupational Health & Safety (OHS)

The Trust has insurance coverage with the NSW Treasury Managed Fund for workers compensation, public liability, motor vehicle, property and miscellaneous insurance.

The Trust has a suite of Occupational Health & Safety (OHS) and Injury Management policies to provide a comprehensive OHS policy framework.

During the Financial Year, there were nil Workers Compensation claims (nil claims in 2010/11).

All staff received manual handling training and workplace ergonomic assessment. Field staff completed training in emergency procedures, sharps handling and First Aid. Broad brimmed hats, 30+SPF sunscreen, safety vests and other Personal Protection Equipment items are made available to staff for protection when undertaking their duties. Toolbox meetings review SWMS and OHS issues.

An Employee Assistance Program is offered to all staff members providing access to confidential counseling services on a 24-hour/7-day basis.

The Trust obtains indemnity from public risk for all third party event hire. An Emergency Plan has been prepared to take effect in the event of a major incident in the park. Emergency and Risk Management Plans are mandatory for major events and activities, including activities organised by third parties. Major events are subject to a post-event review and de-brief with staff and organisers.

Injury Management

Two minor workplace incidents were received with no loss of time recorded.

There were no WorkCover NSW prosecutions involving Parramatta Park Trust during the financial year.

Appendix 8 – Overseas Visits

No overseas visits were undertaken by members of the Trust or staff attached to Parramatta Park Trust in the reporting period.

Appendix 9 – Consultants

Consultants engaged by or on behalf of the Trust in the reporting year:

For engagements costing over \$50,000: Nil

Appendix 10 – Performance of Executive Officers

NUMBER OF EXECUTIVE OFFICERS

Number of executive officers with remuneration equal to or exceeding equivalent of SES Level 1 End of current reporting year	Number of executive officers with remuneration equal to or exceeding equivalent of SES Level 1 End of previous reporting year
1	1

NUMBER OF CES / SES POSITIONS

Level	Total CES / SES End of current reporting year	Total CES / SES End of previous reporting year
8	0	0
7	0	0
6	0	0
5	0	0
4	0	0

3	0	0
2	0	0
1	1	1
CEO under s 11A*	0	0
Total	1	1

* CEO positions listed under s 11A of the Statutory and Other Offices Remuneration Act 1975.

Number of positions filled by women in the current year: 0. Previous year: 0.

Appendix 11 – External Committee Membership

Christopher Levins, Director (Until 30th Sept 2012)

- Chair, Sydney Parks Group
- NSW Representative, Australian Convict Sites Steering Committee convened by the Australian Government
- NSW Representative, Australian World Heritage Advisory Committee convened by the Australian Government
- Australia Day Reference Committee, convened by Parramatta City Council
- Community Safety Precinct Committee convened by Parramatta Police LAC

Verena Mauldon, Curator Cultural Heritage

- Parramatta Heritage Site Managers Group convened by Parramatta City Council

Jacob Messer, Field Services Coordinator (Until 3rd Dec 2011)

- Parramatta River Catchment Group convened by Sydney Metropolitan Catchment Management Authority
- Biodiversity and Corridors sub-committee of the Parramatta Catchment Management Group
- RBGT Flying-fox Camp Relocation Steering Committee convened by Royal Botanic Gardens Trust

Sue Clunie, A/Visitor Services Coordinator

- Venues Coordination Committee convened by Parramatta Police LAC
- Parramatta Heritage Site Managers Group convened by Parramatta City Council

Appendix 12 – Fees and Charges

The Trust charges fees for casual hire of designated park lands for community or corporate use, including events. Parking fees are charged at the Trust's two public car parks. A review of charges is

undertaken periodically as part of the Trust's business planning and approved by the Trust and the schedule of fees and charges is published on the Trust's website.

Appendix 13 – Multicultural Policies and Services Plan Statement

Under amendments to reporting regulations from 2008, small agencies of less than 200 full-time equivalent staff are required to report on a triennial basis. The Triennial Report for Parramatta Park Trust was made in the 2011 Annual Report which was noted by the Community Relations Committee as meeting the requirements. The Trust has identified community involvement and integration and equity of access as core policy outcomes.

Appendix 14 – Customer Response

Customer feedback and comments are recorded and a response is prepared by the relevant operational staff member. If required, the response is reviewed by the Director. We aim to respond to written comments within 10 working days.

Number of written comments received by classification for the year in review:

Service related	0
Facilities	0
Event related	7
Parking related	5
Park amenity and maintenance	12
Fees & Charges	0
Miscellaneous	15
TOTAL	39

Three enquiries were received concerning clarification of park regulations, access and policy. The trust responded to requests for volunteering and for memorial plantings. Feedback was received on information and functionality of our website which resulted in a review and improvements.

Some events received minor complaints about facilities and cleansing. An issue of noise generated from licensed Personal Trainers raised by a local resident resulted in a review and a change in the location used, which resolved the issue.

All feedback and complaints received a response from Trust management.

Appendix 15 – Other Legislative Periodic Reporting

Significant Judicial Decisions

There were no significant judicial decisions in the reporting period.

Controlled Entities

The Trust does not control entities under Section 45A (1A) of the *Public Finance and Audit Act 1983*.

Grants to Non-Government Organisations

There were no grants to non-government organisations in the reporting period.

Research and Development

The Trust undertook an Australia-wide IOSS Benchmark Park User Satisfaction Survey, an internal park user survey and a survey of bicycle users. No development projects were undertaken during the reporting period.

Appendix 16 – Form of Annual Report

Size: ISO A4

Number of copies printed: 20

An electronic copy of this report is available on the Trust's website.

Appendix 17 – Contact Details

Parramatta Park Trust Office hours are 9am and 4.30pm from Monday to Friday.

Parramatta Park Trust administration is located at:

Trust Office & Burramatta Visitor Centre

Cnr Pitt and Macquarie Streets

Parramatta Park Parramatta NSW

Postal Address:

PO Box 232

Parramatta NSW 2124

Phone: 02 8833 5000

Facsimile: 02 9689 1452

Email: parramatta.park@ppt.nsw.gov.au

Website: www.ppt.nsw.gov.au

Parramatta Park is open every day. Vehicular access to Parramatta Park is permitted between 6am and 6pm (8pm during daylight savings).

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