



Appendices

Appendix I Names and Qualifications of SCA Board Members

The Sydney Catchment Authority Board was formed on the basis of the Minister having received expressions of interest from qualified people for board membership. This was achieved through advertising in the regional, metropolitan and national press.

The three-year term of the Board commenced on Monday, 4 March 2002. Initially, it was made up of the chief executive and seven members appointed by the Minister for the Environment.

On 26 November 2002, the number of board members was increased by one to enable the appointment of an elected councillor of a local government authority within Sydney's water supply catchment area.

JOHN WHITEHOUSE

Chairperson

John Whitehouse has had an extensive career in law and public service. He is a partner with Minter Ellison, where he is Practice Head, Planning and Environment Law. He is a Fellow in Environmental Studies at Macquarie University and an Honorary Professorial Fellow in the School of Law at Wollongong University. Positions previously held by him include:

- Partner, Dunhill Madden Butler
- Director, NSW National Parks and Wildlife Service
- Assistant Director, NSW Department of Environment and Planning.

He was also a director of the Sydney Water Corporation.

Mr Whitehouse holds degrees in arts and law from the University of Sydney, a Bachelor of Science from Macquarie University, and a Diploma in Legal Practice from the University of Technology, Sydney.

GRAEME HEAD

Deputy Chairperson

Graeme Head has been the chief executive of the Sydney Catchment Authority since late 2001. Mr Head previously worked for twelve years at the NSW Environment Protection Authority and its predecessor, the State Pollution Control Commission. Over that time, he held the positions of Assistant

Director General and Director Education and Community Programs.

Before working at the Environment Protection Authority, Mr Head worked for many years in health and human services, including as an Assistant Director, NSW Centre for Education and Information on Drugs and Alcohol.

JOHN ASQUITH

John Asquith is the nominee to the Board from the Nature Conservation Council, of which he is Honorary Secretary. Mr Asquith is also Chairman, Central Coast Community Environment Network. He has been a trustee of the NSW Environmental Trust and a member of the NSW Bushfire Coordinating Committee.

Mr Asquith holds Bachelor of Engineering and Master of Arts degrees, and is a conjoint lecturer in the School of Applied Science, Sustainable Resource Management, University of Newcastle

KERRY CHANT

Chairperson, Corporate Governance Committee

Kerry Chant is Director, Public Health Unit, South Western Sydney Area Health Service. Her areas of responsibilities include the prevention and control of infectious diseases and environmental health.

Dr Chant holds a medical degree and is a Master of Health Administration and a Master of Public Health. She is a member of the Royal Australasian College of Physicians, Faculty of Public Health.

ROBERT CORBEN

Robert Corben is a Fellow of the Australian Society of Certified Public Accountants and is a Registered Company Auditor. Mr Corben has been in public accountancy practice for some 27 years. The practice specialises in ongoing financial advisory services and Mr Corben acts as consultant to a number of state and federal government departments. Accounting and financial services are provided to a diverse client base drawn from both the private and public sectors, including funded organisations.

Mr Corben currently sits on the Board of the NSW Legal Aid Commission and holds a number of directorships in industry. He has also acted as administrator for some ten cooperatives. Prior to entering public practice, Mr Corben held a number of senior financial positions in commerce and industry.



Appendices cont.

MAGGIE DEAHM

Maggie Deahm has spent most of her working life in the NSW Public Service, including nine years with the Ministry for the Arts and twelve years with the NSW Agent General's Office, London.

Ms Deahm has lived in the Blue Mountains since 1987 and was elected to Blue Mountains City Council in 1991. She served as the Federal Member for Macquarie, 1993–1996. From 1996 to 2000, she served both as a member and chairman of the Western Sydney Waste Board. Ms Deahm is currently Deputy Chair of the Board of the Jenolan Caves Reserve Trust and an Assessor to the Local Government Remuneration Tribunal.

ROBYN KRUK

Robyn Kruk is the Director General of NSW Health. Prior to this appointment, Ms Kruk was Deputy Director General, NSW Premier's Department; Director General, NSW National Parks and Wildlife Service and Deputy Director General, The Cabinet Office.

Ms Kruk has significant experience in the resolution of natural resource conflicts. She has represented NSW in negotiations of significant Commonwealth and state agreements, including the Intergovernmental Agreement on the Environment, National Forestry Policy, and the National Biodiversity Strategy.

Ms Kruk chaired the CSIRO Biodiversity Sector Advisory Committee and led the secretariat supporting Peter McClellan QC in the conduct of the inquiry into Sydney's water supply, which recommended the establishment of the Sydney Catchment Authority.

SARA MURRAY

Sara Murray has been a councillor for Wingecarribee Shire Council for ten years, including four years as mayor and a year as deputy mayor. Dr Murray is President, NSW Local Government Association, having previously held the position of Deputy President. She has also served on a number of inter-government committees and has a strong interest and involvement in water-related and environmental issues.

Dr Murray is a psychologist in private practice. She holds a Bachelor of Arts degree from the Australian National University and a doctorate in psychiatry from the University of Sydney. She has held various research and university teaching positions.

KENNETH WHEELWRIGHT

Chairperson Audit Committee

Mr Wheelwright is the NSW Farmers Association nominee to the Board.

He manages a grazing property, situated in the catchment on the upper reaches of the Wollondilly River. He has an active interest in developing sustainable and profitable farm management practices.

Mr Wheelwright holds a degree in Rural Science, University of New England, and is involved with tertiary education of agricultural students. More recently, he obtained a Bachelor of Business, Charles Sturt University, and training in Holistic Management.

Appendices cont.

Appendix 2

SCA Board Attendance at Meetings

The Board generally meets eleven times a year – from February to December – and, when necessary, considers matters out of session.

Table 13: SCA Board Meeting Attendance, 1 July 2002 – 30 June 2003

<i>Board Member</i>	<i>Meetings Held During Member's Term</i>	<i>Meetings Attended</i>
John Whitehouse (Chairperson)	11	10
Graeme Head (Chief Executive and Deputy Chairperson)	11	11
John Asquith	11	11
Kerry Chant	11	10
Robert Corben	11	7
Maggie Deahm	11	11
Robyn Kruk	11	6
Sara Murray	5	5
Kenneth Wheelwright	11	11

Appendix 3

Standing Committees

The Board continues to operate through two standing committees: the Audit Committee and the Corporate Governance Committee.

AUDIT COMMITTEE

The Audit Committee is charged with ensuring that the SCA's internal and external audit processes are effective and with carefully considering issues raised by the auditors.

Further responsibilities of the Audit Committee are to ensure that the SCA's accounting policies and principles are in accordance with the stated financial reporting framework, and that the Board is kept informed of significant issues raised by the auditors, management or committee members.

**Table 14: Audit Committee Attendance,
1 July 2002 – 30 June 2003**

<i>Board Members</i>	<i>Meetings Held During Member's Term</i>	<i>Meetings Attended</i>
Kenneth Wheelwright (Chairperson)	5	5
John Asquith	5	4
Robert Corben	5	4
Graeme Head	5	5

CORPORATE GOVERNANCE COMMITTEE

The Corporate Governance Committee is charged with ensuring that the SCA meets all of its statutory reporting requirements. The committee also monitors the SCA's performance by overseeing the development of quarterly reports to the Board on a range of matters. They include the 2002–2007 Business Plan, Statement of Financial Framework and Capital Works Program. Matters also include quarterly reports to the Board on the SCA's level of compliance with licences and on any remedial action following audits of our business. The committee is also responsible for developing policies for the Board to consider.

**Table 15: SCA Corporate Governance Committee
Attendance, 1 July 2002 – 30 June 2003**

<i>Board Members</i>	<i>Meetings Held</i>	<i>Meetings Attended</i>
Robyn Kruk (Chairperson)	2	2
Kerry Chant	2	2
Maggie Deahm	2	2
Graeme Head	2	2
John Whitehouse	2	2



Appendices cont.

Appendix 4 Senior Executive Qualifications

Margaret Brodie, BA, DipSocial Studies, DipStrategic Marketing, General Manager Corporate & Property Services
 Andrew Bryan, BA(Hons), MTCP, MPIA, Executive Officer
 George Dodds, DipCivEng, MEngSc(EnvEng), General Manager, Catchment Operations & Major Projects
 Kenneth Elliott, BA LLB, Senior Legal Counsel
 Ian Landon-Jones, BE(Civil), MEngSc, Executive Director Dam Safety
 Ian Tanner, BSc(Civil Eng), General Manager Bulk Water
 Barrie Turner, BSc(Hons) (Town Planning), DipTownPlanning, MPIA, General Manager Environment & Planning
 Richard Warner, BA, MComm, General Manager Strategy & Policy
 Rhonda Wheatley, BBus (Acc/Law), GradCertPubSectMgmt, FCPA, FAICD, Executive Director Finance & Procurement

Appendix 5 Principal Legislation and Regulation

The regulatory tools available to the SCA to manage activities likely to impact on catchment lands and water quality, are by means of regulations made under the *Sydney Water Catchment Management Act 1998* and planning instruments made under the *Environmental Planning & Assessment Act 1979*.

LEGISLATION

Sydney Water Catchment Management Act 1998 (SWCM Act)

This Act is the legislation that sets out the role, objectives and functions of the SCA. The legislation also sets out the corporate governance structure of the SCA.

Operating Licence

The SCA was granted an operating licence by the Governor of NSW under Section 25 of the SWCM Act. The licence enables the SCA to exercise any function conferred or imposed on it by the SWCM Act or by any other Act within and beyond the SCA's area of operations.

The SCA is both authorised and obliged by its operating licence to provide, construct, operate, manage and maintain efficient systems for the supply of bulk water. The operating licence also

obliges the SCA to ensure that its works comply with the quality and performance standards required by the licence.

The SCA's performance against the terms of its operating licence is subject to audit every 12 months, by a licensed auditor, appointed by the Independent Pricing and Regulatory Tribunal (IPART).

The operating licence is subject to both a mid-term review and an end-of-term review by IPART. This is to determine whether or not the licence is fulfilling its objectives. The reviews also cater for any other issues that need to be considered.

Water Management Licence

On 23 April 2001 the SCA was granted a water management licence, pursuant to Part 9 of the *Water Act 1912*, by the Water Administration Ministerial Corporation (the Department of Infrastructure, Planning and Natural Resources).

The licence is for a term of 20 years, but is required to be reviewed within six months of the date of issue and, thereafter, before the end of each five-year period for the term of the licence.

The objective of the water management licence is to manage the SCA's access to water resources within its area of operations. This is to be done in accordance with the principles of ecologically sustainable development as described in Section 6(2) of the *Protection Environment Administration Act 1991*.

The licence authorises the SCA to take and use water from water sources and water management works as specified in the licence. It also specifies the amount of water that must be made available for environmental flows.

The SCA is required by the licence to pay a licence fee for water management charges and for costs incurred by the Ministerial Corporation in administering the licence.

Memoranda of Understanding

The SCA is required, under Section 36 of the SWCM Act, to enter into memoranda of understanding with the regulatory agencies listed in Section 35(a) of the SWCM Act. The agencies are:

- The Director General of NSW Health
- The Water Administration Ministerial Corporation
- The Environment Protection Authority.

The SCA has entered into revised memorandum of understanding with each regulatory agency.

Appendices cont.

Special Areas Strategic Plan of Management

Section 49 of the *Sydney Water Catchment Management Act 1998* (SWCM Act) identifies a number of strategies for the management of special area lands. The purpose is to maintain ecological integrity and protect water quality. Special areas are the lands adjacent to the SCA's water storages. The SCA and NSW National Parks and Wildlife Service jointly developed and continue to implement the Special Areas Strategic Plan of Management.

Pricing

The Premier, in an Order made under Section 4 of the *Independent Pricing and Regulatory Tribunal Act 1992* (IPART Act), declared that the following services, supplied by the SCA, were government monopoly services:

- water supply services.
- ancillary and miscellaneous services for which no alternative supply exists and which relate to the supply of those services.

The effect of the Order is that, being government monopoly services, IPART will determine the price that the SCA is able to charge for the services.

IPART invites submissions and holds public hearings prior to determining the price that the SCA is able to charge its customers. The SCA's customers are Sydney Water Corporation, Shoalhaven City Council, Wingecarribee Shire Council and certain 'Grace and Favour' customers (also referred to as 'retail customers'), who draw water from the SCA's infrastructure works.

Principal Regulation

The SCA manages activities that are likely to impact on water quality and the catchments. It does so by means of regulations made under the SWCM Act and planning instruments made under the *Environmental Planning and Assessment Act 1979*.

Sydney Water Catchment Management (General) Regulation 2000

This regulation enables the SCA to regulate access, activities and behaviour in controlled and special areas. Controlled areas are tracts of land in which the SCA's works are located. Special areas, as previously noted, are large tracts of land surrounding the SCA's water storages.

Anyone contravening this regulation may be liable to an on-the-spot fine of \$300 or prosecution.

Sydney Water Catchment Management (Environment Protection) Regulation 2001

To protect water quality and manage the catchments, this regulation enables the SCA to exercise certain regulatory functions under the *Protection of the Environment Operations Act 1997* (POEO Act) with regard to non-scheduled premises and activities. These are premises and activities that have not been licensed by the Environment Protection Authority.

Planning Instruments

State Environmental Planning Policy No. 58 (SEPP58)

SEPP58 – Protecting Sydney's Water Supply – took effect on 1 February 1999. The policy requires new developments within catchments to be assessed for potential impacts on water quality. A consent authority is required by SEPP58 to notify the SCA or to seek the SCA's agreement (or both) in relation to certain developments.

Draft Regional Plan

Under Section 53 of the SWCM Act, all the land within the catchment area is subject to a Regional Plan. See Key Result Area 1 – Development Control for information on progress of the draft plan (page 14).

Directions under Section 117 of *Environmental Planning & Assessment Act 1979*

Under Section 117, the SCA is able to influence the development and amendment of local environmental plans to ensure that the plans contain adequate measures to protect catchments and water quality.

Appendix 6 Insurance

Until recently, arrangements for the placement of the SCA's insurances had remained unaltered since the SCA commenced full operations in 1999. These arrangements saw the SCA and Sydney Water Corporation place their insurances together using the same broker.

A review of our insurance arrangements, initiated by the SCA Board, has resulted in two key outcomes:

- insurances are now placed in the market separately from Sydney Water Corporation.
- the appointment of Marsh Pty Limited as the SCA's insurance broker.



Appendices cont.

The change to insurance arrangements has better enabled assessment to be made of the SCA's insurance needs, based on its statutory obligations, assets and risk retention profile. This has led to improved understanding of both the nature and level of insurance cover required for a major water utility with catchment management obligations.

As at 31 May 2003, all expiring insurance policies had been renewed. The renewed major policies were:

- Industrial Special Risks (Property)
- Public and Products Liability
- Director and Officers and Company Reimbursement Liability
- Professional Indemnity policies.

The renewed policies have the benefits of not sharing limits of cover with Sydney Water Corporation. Also, policy wording reflects the SCA's corporate governance structure. The SCA's enhanced profile as a stand-alone entity in the insurance market has the potential to result in cost savings and more favourable insurance terms.

Appendix 7 Legal Change

I. LEGISLATION

National Parks and Wildlife Amendment Act 2001 (NSW) – commenced 1 July 2002

This Act amends the *National Parks and Wildlife Act 1974*. The amendments, which included a statement of the objectives of the Act, removed the distinction between 'reserved' and 'dedicated' land. The amendments also standardised a number of processes, including those for the reservation of different categories of land and for the dedication and management of land. Processes for the renaming and reclassification of areas, rivers and relics were also standardised. The new Act standardises the processes for reserving different categories of land provisions relating to dedication and management of land. It has enabled the granting of easements or licences to access landlocked land, the altering of the NSW National Parks and Wildlife Advisory Council and advisory committees, the licensing of the cultivation of protected native plants and the changing of offences and penalty provisions.

2. REGULATION

National Parks and Wildlife Regulation 2002 (NSW) – commenced 1 September 2002

In part, this Regulation amends the provisions relating to the use of parks by the public and the notices and directions that may be given by park authorities. The Regulation also deals with vehicles in parks, camping, littering and the protection of animals. It further deals with protection of fauna and with health regulations in Kosciuszko National Park. As well, provisions of the Regulation relate to Aboriginal people, Aboriginal land and advisory committees.

The Sydney Water Catchment Management (General) Amendment (Fees) Regulation 2002

The Sydney Water Catchment Management (General) Amendment (Fees) Regulation 2002 commenced on 20 December 2002.

The object of the Regulation is to prescribe the fees that the SCA may charge for the services it provides under the *Sydney Water Catchment Management Act 1998* (SWCM Act). The Regulation also prescribes Wingecarribee Shire Council and Shoalhaven City Council for the purposes of Section 16(1)(b) of the SWCM Act.

The Regulation does not apply to the supply of water to Sydney Water Corporation or to the supply of a service by the SCA where the cost is regulated or determined under any arrangement, operating licence, memorandum of understanding or other instrument made under the SWCM Act (see Section 24E(2)).

In addition, the Regulation also confers on the SCA an express power to waive, reduce or remit any such fee in the circumstances, as it considers appropriate.

Appendices cont.

Appendix 8 Current Legal Matters

The SCA had carriage of the following legal matters as at 30 June 2003:

- Gundungurra – Land including Warragamba Dam and Special Areas
- Gundungurra Native Title Claim – Land Under Stored Waters – Warragamba Dam
- Warragamba Dam Auxiliary Spillway Project – Folly Creek Claim
- Warragamba Dam Auxiliary Spillway Project – Contractual Disputes Notified to the Superintendent

Information on the status of these matters is discussed in the Financial Statement, Note 18 – Contingent Liabilities.

Appendix 9 Freedom of Information

During 2002–03, the SCA received two freedom of information applications, under the *Freedom of Information Act 1989* Section 14(b) and (3). This compared with one application in 2001–02. There were no applications brought forward from 2001–02.

During 2002–03 compliance with the provisions of the Act had no significant impact on the administration of the SCA, and no compliance issues or problems arose.

There were no inquiries under the Act made by the Ombudsman nor were there any appeals under the Act to the District Court or the Supreme Court.

The first freedom of information request was received from an applicant who sought access to documents that he believed may have been transferred to the SCA from Sydney Water Corporation. The documents related to a 1995 review by Sydney Water Corporation of the suitability of certain land for the location of a sewage treatment plant. The SCA was unable to locate any documents of this description.

The second applicant sought, and was granted, access in full to all documents recording communications between the SCA and Wollondilly Shire Council relating to a proposed subdivision in Sydney's drinking water catchment.

Application for access to documents relating to the disposal of land can be obtained under the *Freedom of Information Act 1989*.

Appendix 10 Summary of Affairs

SECTION 1 – STATEMENT OF AFFAIRS

The SCA's most recent Statement of Affairs has been published on the SCA's website. Copies of the statement are held in the SCA's library and are available for inspection. You can obtain a copy of the Statement of Affairs by contacting the SCA's freedom of information coordinator at the address shown below in Section 3.

The statement provides information on:

- structure and functions of the SCA
- how the functions of the SCA affect you as a member of the community
- how you can participate in the formation of SCA policy and the exercise of SCA functions
- various types of documents usually held by the SCA
- how you can access SCA documents
- what provision there is for SCA documents that concern the personal affairs of a member of the community to be amended.

SECTION 2 – POLICY DOCUMENTS

The SCA holds the following policies and procedures that may be accessed for information.

- 2002–2007 Business Plan
- Bushfire Operations Plan
- Catchment Protection and Improvement Scheme
- Complaints Handling Policy and Procedure
- Corporate Incident Management Policy
- Cultural Heritage Policy
- Energy Management Policy
- Environmental Impact Assessment Policy
- Equal Employment Opportunity Management Plan 2002–2003
- Ethnic Affairs Priority Statement 2001–2003
- Expert Reference Panel – Charter and Procedures
- Hawkesbury-Nepean Experimental Environmental Flow Strategy
- Local Government Reference Panel – Charter and Procedures



Appendices cont.

- Occupational Health, Safety and Rehabilitation Policies and Procedures
- Permit to Work Procedure
- Pollution Source Risk Management Plan
- Privacy and Personal Information Policy
- Privacy Management Plan
- Recruitment Policy
- Regional Consultative Committees – Charters and Procedures
- Risk Management Policy
- SCA Facilities Centre Conference/Accommodation Utilisation Policy
- Special Areas Strategic Plan of Management
- Spillage Contingency Plan
- Sydney Catchment Authority Environment Plan 2000–2005
- Waste Reduction and Purchasing Policy
- Wingecarribee Swamp and Special Area Plan of Management
- Work Experience Policy

SECTION 3 – CONTACT ARRANGEMENTS

Access to policy documents, unless otherwise stated, are free of charge. Access can be arranged by contacting the Freedom of Information (FOI) Coordinator by telephone on 4725 2103, by facsimile on 4725 2520, by email on info@sca.nsw.gov.au or in person at the address below between the hours of 8.30 am and 5.00 pm, Monday to Friday.

Sydney Catchment Authority
Level 2, 311 High Street
PENRITH NSW 2750

If you wish to access documents (other than policy documents) that are held by the SCA, your application should be in writing, marked to the attention of the FOI Coordinator and accompanied by a \$30 application fee.

The application should be addressed to:

The Chief Executive
Attention FOI Coordinator
Sydney Catchment Authority
PO Box 323
PENRITH NSW 2751

Appendix 11 Schedule of Charges

Schedule of Charges for Regulated Water Supply Services

Table 16: SCA Pricing Schedule 2002–03

	Charge for 2002–03
Sydney Water Corporation	
Fixed availability charge per calendar month	\$5.082 million
Volumetric charge per megalitre	\$110.10
Wingecarribee Shire Council	
Volumetric charge per megalitre	\$81.50
Shoalhaven City Council	
Volumetric charge per megalitre	\$81.50
Retail Customers	
Annual service charge (unfiltered water) for connection of nominal diameter:	
20 mm	\$75.00
25 mm	\$117.20
30 mm	\$168.75
32 mm	\$192.00
40 mm	\$300.00
50 mm	\$468.75
80 mm	\$1,200.00
100 mm	\$1,875.00
150 mm	\$4,218.75
200 mm	\$7,500.00
>200 mm	(nominal diameter) ² *75/400
Volumetric charge (unfiltered water) (per kilolitre)	\$0.743
Volumetric charge (raw water) (per kilolitre)	\$0.44

Schedule of SCA Charges for Regulated Water Supply Services for 2003–04

In September 2000, the Independent Pricing and Regulatory Tribunal (PART) determined a medium-term price path for the regulated water services provided by the SCA for the period 1 October 2000 to 30 June 2005.

The determination provided for increases in certain charges to be linked to the movement in the Consumer Price Index (CPI). During 2002–03, IPART conducted a mid-term review of the price path and opted to continue the existing price path to 30 June 2005. Accordingly, IPART has allowed a CPI adjustment, and the SCA has applied the increased charges effective from 1 July 2003.

Appendices cont.

Appendix 12 Credit Card Usage

The SCA reviewed its need for and use of corporate credit cards in January 2003. At the time, 26 credit cards were being used by staff throughout the organisation. The SCA reduced the need to call on credit cards by seeking preferred suppliers and establishing accounts for services such as travel and accommodation throughout Australia. The SCA also opted to issue only executive staff with credit cards and to change its credit card provider to the government contract provider (Westpac Mastercard). The new arrangements were implemented in May 2003. During 2002–03, the SCA did not incur any late payment charges with either provider.

Appendix 13 Engagement of Consultants

During the year 2002–03, the SCA engaged two consultants to provide options or opinions on major projects being undertaken. The total cost of these consultants was approximately \$63 000.

Consultancies Over \$30 000

One consultant provided services over \$30 000. The Centre for International Economics was engaged to review current environmental pricing mechanisms within the water industry with the aim of improving the valuation of water resources.

The cost of this consultancy was \$46 800 excluding GST. The work undertaken was satisfactory.

Consultancies Under \$30 000

One consultant provided legal policy advice to the value of \$16 000 (exclusive of GST). The work undertaken was satisfactory.

Appendix 14 Payment of Accounts

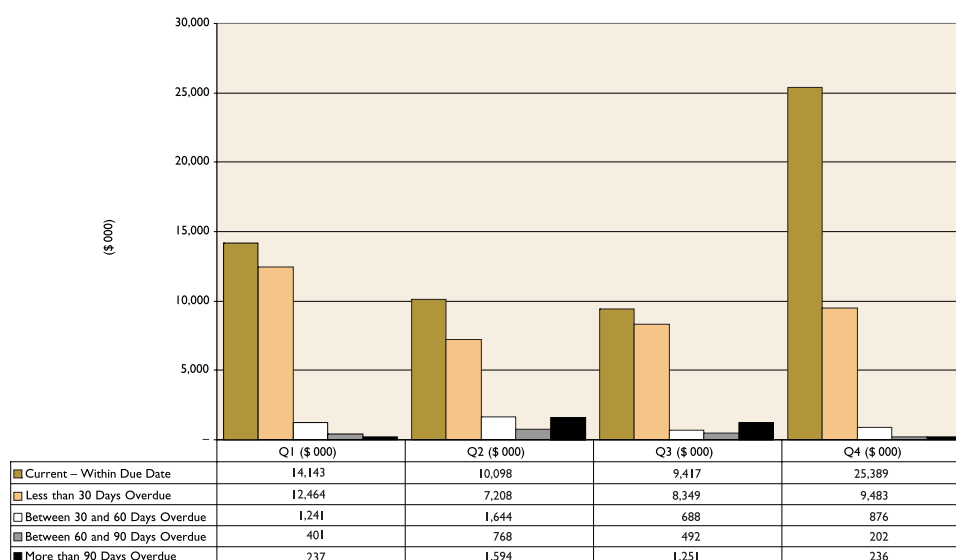
During the financial year approximately \$106 million was paid by the SCA to creditors. Figures 8 and 9 show graphs indicating the SCA's on-time payment performance in both dollars and percentage terms.

These graphs indicate a marked improvement of payment performance on time from quarter one (49.64%) to quarter four (70.16%). This improvement is attributed to the introduction of the new Finance and finance-related Integrated Management Systems (FIMS) which become operational on 2 June 2003.

Payment less than 30 days overdue are largely attributed to payments relating to contractual performance on service. Whilst invoice dates are used to generate the statistics provided on creditor payments certification of contract payments, settlement of invoices may exceed normal trading terms of 30 days due to clarifications or rectification work being required prior to payment processing.

Continued improvements are expected during the 2004 financial year where the effects of the new computerised system will be more evenly spread across quarters.

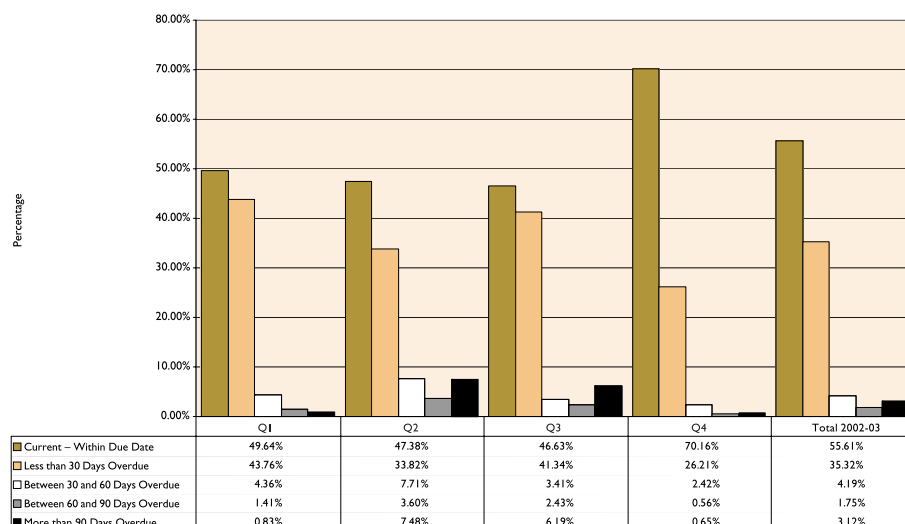
Figure 8: Creditor Payment Summary by \$ – 2003 by Quarter





Appendices cont.

Figure 9: Creditor Payment Summary by % – 2003 by Quarter



Appendix 15 Catchment Protection and Improvement Grants Scheme

A total of \$51 703.60 (including GST) was provided for seven projects. The second round of grants was deferred until early in 2003–04.

Work with councils and community organisations has highlighted the importance of providing guidance and support to grant recipients to ensure that delivery timeframes are achieved.

Grants and Incentives

The SCA is developing a revised framework for delivery of its grants and incentive programs. This framework will cover a range of programs, from large grants to other government agencies and councils through to community grants, incentives and sponsorships.

The revised framework will focus on community capacity building and tangible outcomes, achieved through on-the-ground work in the catchments. A Grants and Incentives Manager has recently been appointed by the SCA to develop and implement the new grants and incentive framework during the coming year.

Table 17: Catchment Protection and Improvement Grants Scheme for 2002–03

Grant No.	Applicant	Description	\$ Amount Provided
73	Upper Kangaroo Valley Bushcare Group	Removal of madeira vine and restoration of endemic vegetation in riparian areas of Upper Kangaroo River and its tributaries, in the upper Kangaroo Valley below Budderoo National Park.	8 000
74	Upper Shoalhaven Landcare Council Inc.	Conservation and rehabilitation of riparian zones in the upper Shoalhaven River catchment.	8 000
75	Blue Mountains Conservation Society Inc	Valley of the Waters catchment visual display in a public building owned by NPWS	8 000
76	Bungonia Park Trust	Bungonia Park Trust Reserve environmental weed removal and native regeneration project – Stage I Bungonia Creek	6 680
77	Billyramdija Landcare Group	Wollondilly River riparian management trial plot extension, in conjunction with project at 'Wollondale'.	5 925
78	Braidwood Rural Landcare Group	Rehabilitation of Gillamatong Creek	5 726
79	Brogers Creek Landcare Group	Week control, fencing and community education	8 000
TOTAL			50 331

Appendices cont.

Appendix 16 Overseas Visits by Staff

Name:	Ian Landon Jones
Dates of visit:	15–30 June 2003
Destination:	Montreal, Canada
Conference:	International Commission on Large Dams (ICOLD) 2003 Congress
Name:	Christobel Ferguson
Dates of visit:	19 September – 6 October 2002
Destination:	Cascais, Portugal and Neuwege, Netherlands
Conference:	Presentation, International Symposium on Waterborne Pathogens
Secondary purpose:	visit to KIWA Water Research, Netherlands, collaborators with SCA on research project.

Appendix 17 Equal Opportunity, Training and Development for Staff

The following table shows staff participation and areas of training and development for 2002–03. The statistics include Finance and Related Integrated Management Systems training for all SCA staff.

Table 18: SCA Staff Training 2002–03

<i>Training and Development Area</i>	<i>Staff Attendance Numbers</i>
Communications	35
Computer Education	639
• General Computer-Based Training	200
• FIMS Related	439
Employee Relations	31
Engineering/Technical/Para-Professional	10
Environment	74
Incident Management	52
Leadership	2
Management	73
Contracts/Project Management	111
Office Management	4
OHS&R	127
Operations	5
Personal Development	14
Quality	13
TAFE	1
Total	1191

The following table shows details of SCA staff numbers and trends by level and EEO groups as at 30 June 2003.

Table 19: Categories of SCA Staff

<i>Category</i>	<i>2000–01</i>	<i>2001–02</i>	<i>2002–03</i>
Chief Executive	1	1	1
Senior Executives ¹	13	14 ⁵	8 ²
Senior Managers/Specialist	22	26	39 ³
Award Staff	165	189	207
Total Numbers	201	230	255⁴
Total FTE Numbers	187.4	215.2	239.7

¹ The category "Senior Executives" for the years 2000–01 and 2001–02 includes employees whose total remuneration package is equivalent to Senior Executive Service (SES) Level 1 and above. This same category for the year 2002–03 only includes employees who are members of the SCA Executive

² Includes two women

³ Includes nine women and two temporary employees

⁴ Includes 31 award employees with a full time equivalent (FTE) of 15.8 employees and one senior manager/specialist employee with an FTE of 0.91

⁵ Includes one woman



Appendices cont.

Table 20: Trends in the Representation of EEO Groups

EEO Group	% of Total Staff				
	Benchmark or Target	2000	2001	2002	2003
Women	50%	see note 5	33%	35%	38%
Aboriginal people and Torres Strait Islanders	2%	see note 5	0.9%	0.7%	1%
People whose first language was not English	20%	see note 5	12%	14%	13%
People with a disability	12%	see note 5	7%	5%	4%
People with a disability requiring work-related adjustment	7%	see note 5	0.9%	0.8%	1%

Table 21: Trends in the Distribution of EEO Groups

EEO Group	Distribution Index				
	Benchmark or Target	2000	2001	2002	2003
Women	100	see note 5	86	84	87
Aboriginal people and Torres Strait Islanders	100	see note 5	n/a	n/a	n/a
People whose first language was not English	100	see note 5	110	109	109
People with a disability	100	see note 5	n/a	n/a	n/a
People with a disability requiring work-related adjustment	100	see note 5	n/a	n/a	n/a

Notes

1 Staff numbers as at 30 June 2003

2 Excludes casual staff

3 A distribution index of 100 indicates that the centre of the distribution of the EEO group across salary levels is equivalent to that of other staff. Values less than 100 mean that the EEO group tends to be more concentrated at lower salary levels than is the case for other staff. The more pronounced this tendency is, the lower the index will be. In some cases the index may be more than 100, indicating that the EEO group is less concentrated at lower salary levels. The distribution index is automatically calculated by the software provided by OPEOPE

4 The distribution index is not calculated where EEO group or non-EEO group numbers are less than 20

5 Data for 2000 not available as records were still with Sydney Water

Appendix 18 Officers as Members of Significant Bodies and Committees

Graeme Head, Chief Executive Officer

- Board Member, Water Services Association of Australia
- Member, Advisory Board, Institute for Water & Environmental Resource Management, University of Technology Sydney
- Member, Water CEOs
- Member, Drought Executive Committee for Sydney

Richard Warner, General Manager Strategy and Policy

- Member, Hawkesbury-Nepean River Management Forum
- Member, Drought Executive Committee for Sydney

- Joint Chair, Sydney Water Corporation/Sydney Catchment Authority Drought Management Committee
- Member, Water CEOs Demand Management Working Group
- Member, Water Expert Panel Project Control Group

Margaret Brodie, General Manager Corporate and Property Services

- Secretary, NSW Branch of the Institute of Public Management of Australia

George Dodds, General Manager Catchment Operations

- Member, Hawkesbury-Nepean Catchment Management Board
- Member, Southern Catchment Management Board
- Member, Local Government Reference Panel
- Chair, Regional Consultative Committee

Appendices cont.

Barrie Turner, General Manager Environment and Planning

- Chair, Local Government Reference Panel
- Board Member, Cooperative Research Centre for Freshwater Ecology.

Rhonda Wheatley, Executive Director Finance and Procurement

- Member, CPA Australia, Public Sector Committee
- Member, Construction Policy Steering Committee DoC.

Ian Landon-Jones, Executive Director Dam Safety

- Member, NSW Dams Safety Committee
- Member, Australian National Committee on Large Dams – Risk Guidelines

Anne Zammit, Property Manager

- Member, Joint SCA-Sydney Water Corporation Committee to finalise land matters resulting from 1999 Governor's Order
- Member, NSW Government Committee on 'access to NSW Government owned or managed property by mobile telecommunications carriers'

Brian Simmons, Manager Warragamba Production N/W

- SCA representative – Metropolitan South Coast Regional Algal Coordinating Committee

Amir Deen, Manager Hydrology

- Chair, Inter-agency Joint Modeling Program Committee
- Member, NSW Dams Safety Committee – Hydrology
- Member, Integrated Water Management Forum
- Member, Hawkesbury-Nepean Floodplain Management Steering Committee
- Member, NSW Flood Warning Consultative Committee

Simone Greenaway, Manager Policy and Corporate Governance

- Member, Urban Water Reuse Committee
- Alternative Member, Hawkesbury-Nepean River Management Forum
- Member, Senior Officers Group of the Hawkesbury-Nepean Catchment Management Board

- Member, Sydney Water Corporation/Sydney Catchment Authority Drought Management Committee
- Member, Water CEOs Demand Management Working Group

Daniel Deere, Principal Scientist

- Alternative Member, Interdepartmental Committee on Effluent Management & Reuse Policy Committee
- Member, World Health Organisation Committee – Expert Panel Microbiological Group (Environmental Health Criteria)

Paul Shanahan Principal Project Manager – Wastewater Projects

- Member, American Waterworks Association – Source Water Protection Committee

Tony Paull, Manager Environment and Resource Planning

- Member, Interdepartmental Riverine Corridor Committee
- Member, Southern Water Management Committee
- Member, Cocks River Water Management Committee
- Member, Wingecarribee Shire Council Environment Committee

Graham Begg, Senior Business Planner

- Member, NSW Critical Infrastructure Protection Advisory Group
- Member, Penrith Local Emergency Management Committee
- Member, State Emergency Management Committee – Environment and Engineering Functional Area subcommittees

Bruce Whitehill, Senior Catchment Risk Analyst

- Member, Standards Australia Committee QR/11 – Environmental Management Systems

Appendix 19 Significant Committees Established/Abolished

Significant committees are defined as those established by the SCA Board or under memoranda of understanding between the SCA and other agencies. No committees were established or abolished during the reporting period.



Appendices cont.

Appendix 20 Staff Above SES Level 5

The SCA had one staff member above SES level 5 during 2002–03. The details are set out below.

Name, position and level: Graeme Head, Chief Executive, SES level 6

Remuneration package: \$225 500

Period in position: 1 July 2002 – 30 June 2003

Results:

Mr Head provided strong leadership of the Sydney Catchment Authority throughout the year.

Key achievements for the agency over the reporting period included:

- transfer of Braidwood lands to National Parks and Wildlife Service to create the Nadgigomar and Durran Durra Nature Reserves
- establishing a dedicated unit within the SCA to deal with compliance under both the environment protection and general regulations
- full compliance with the health guideline values for water quality set out in the Operating Licence
- completion of a major project to re-engineer the SCA's financial management systems
- completion of the Warragamba Auxilliary Spillway.

Other major issues dealt with by Mr Head included:

- development of a framework for negotiating a new round of workplace reforms
- participation in collaborative work being undertaken by the Water Chief Executives Committee to develop a new approach to demand management for Sydney's water supply
- work with the SCA Board on continuing to improve the SCA's asset management systems
- continued strengthening and refining of corporate governance systems.

Appendix 21 Waste Reduction and Purchasing Plan Implementation

The SCA's implementation or progress of Waste Reduction and Purchasing Plan strategies as required under the *Waste Avoidance and Resource Recovery Act 2001*.

- (1) Reducing the generation of waste (waste avoidance and minimisation)
 - (a) Avoidance initiatives for paper and toner cartridge waste
 - The SCA's Waste Reduction and Purchasing Policy promotes the use of electronic copies, e-mail and paper reuse.
 - Duplex printing trays have been purchased for all existing printers and all new printers will include a duplex printing function. Printers equipped with a duplex printing option automatically default to double-sided printing.
 - Printing of most internally and externally produced documents is double-sided.
 - (b) Avoidance initiatives for construction, demolition and vegetation waste
 - The inclusion of waste disposal clauses in all contract documents requires staff and contractors to ensure that materials are recycled or diverted wherever practical.
 - (c) Estimate of the amount of waste being avoided or reduced as a result of initiatives
 - The number of A4/A3 reams purchased in 2002–03 was reduced by 230.
 - The number of toner cartridges purchased in 2002–03 was reduced by 66.
- (2) Resource recovery (waste reuse and recycling)
 - (a) Resource recovery initiatives for paper and toner cartridges
 - Paper and toner cartridges are purchased centrally.
 - All toner cartridges are collected and returned to the manufacturer for recycling.
 - All SCA offices have access to paper and cardboard recycling services to decrease the quantity of paper and cardboard going to landfill.
 - (b) Resource recovery initiatives for construction, demolition and vegetation waste.

Appendices cont.

- The SCA's Waste Reduction and Purchasing Policy promotes opportunities for purchasing materials that contain recycled content or are procured from environmentally friendly sources. The policy guides and promotes the reuse and recycling of construction, demolition and vegetation waste.
- (c) Estimate of the amount of waste being recovered due to these initiatives
 - Annual internal waste audits provide data estimates of waste generated from SCA sites.
 - An estimated 2226 kilograms of print/writing paper is being recovered in the recycling waste stream annually from the SCA's head office audit sites (accounting for 47 per cent of SCA staff).
- (3) The use of recycled material (purchase of recycled-content materials)
 - (a) Initiatives to increase purchases of recycled-content paper products and toner cartridges
 - The SCA purchases a minimum of 60 per cent recycled content paper for most of its office paper needs.
 - A minimum of 60 per cent recycled content paper is used, as a standard arrangement, for externally printed documents.
 - One hundred per cent recycled paper is used for all pages and covers of the SCA's Annual Report, Annual Environment Report, Environment Plan, and Annual Water Quality Monitoring Report.
 - SCA shell contract documents require a minimum of 50 per cent recycled content paper to be used for all reports and other documents.
 - (b) Estimate of the amount of recycled-content products being purchased.
 - An estimated 93 per cent of print/writing paper purchased by the SCA contains a minimum of 60 per cent recycled content paper.
 - An estimated 90 per cent of externally printed documents are on paper containing a minimum of 60 per cent recycled content paper.
 - 100 per cent of rulers purchased by the SCA are made from 100 per cent recycled plastic.

Appendix 22 Guarantee of Service

As required by Section 22 of the *Sydney Water Catchment Management Act 1998*, the SCA and Sydney Water Corporation have entered into an agreement for the supply of bulk water to Sydney Water. The initial agreement entered into between the parties in 1999 was amended effective from 21 August 2002. The current agreement will remain in place until December 2005.

The agreement specifies the water quantity and quality criteria for each supply point. It also requires an undertaking by each party to exchange information, billing and payment arrangements. The agreement also provides for charges, and adjustments to charges, to be made for the supply of water that varies in quality from that specified in the agreement.

Supply agreements with Wingecarribee Shire Council and Shoalhaven City Council have not yet been finalised.

Agreements were signed between the SCA and 59 of its 60 retail customers.

Appendix 23 Cost of Annual Report

The SCA continued its efforts to reduce the use of paper, producing 20 per cent fewer printed copies of its 2002–2003 Annual Report than for the previous year. A total of 800 copies were produced at a cost of \$22.90 per copy (\$10.77 for printing and \$12.13 for outsourced design services).

A recent survey indicated that 25 per cent of SCA stakeholders prefer to receive SCA reports online. To improve the accessibility of web-based information, the SCA recently installed an HTML document publisher and online publication subscription service. These initiatives will assist the SCA in further reducing waste.

The SCA 2001–2002 Annual Report can be accessed online at www.sca.nsw.gov.au.



Appendices cont.

Appendix 24 Cultural Heritage Assets

The SCA is responsible for the management of a diverse range of cultural heritage items including dams and associated infrastructure, weirs, homesteads, mining infrastructure, walking tracks, bridges and innumerable sites of significance to Indigenous communities. Such diversity of items is due to the long history of the water supply service and the purchase of former pastoral and mining lands, as well as undeveloped areas within the water supply catchments.

The SCA continues to form partnerships with the community and within government to conserve our heritage. The Cultural Heritage Advisory Panel provides community input on the management of the SCA's heritage portfolio. As part of the National Trust's Heritage Festival program, the SCA hosted events at Cataract Dam and Prospect Reservoir. The SCA and the National Parks and Wildlife Service jointly manage cultural heritage within the special areas. The SCA and Sydney Water jointly operate the Historical Research and Archive Facility, which provides an important resource to both agencies and the public.

Table 22: SCA Cultural Heritage Assets¹

(Listings on draft SCA Heritage and Conservation Register)

<i>Heritage Items</i>	<i>Condition²</i>
Engineering Heritage	
<i>Warragamba supply system</i>	
Warragamba Dam	Good
• Crest gantry crane	Good
• Crest gates	Good
• Dam outlets	Good
• 18 ton cableway	Fair
• Haviland Park, Warragamba Dam	Fair. Landscape masterplan being reviewed
• Main dam wall	Good
• Suspension bridge	Poor. Conservation options under consideration
• Megarrity's Bridge	Good
• Valve house	Good
Warragamba-Prospect pipelines 1 & 2	Good
Warragamba Emergency Scheme	Fair to Good
• Warragamba Emergency Pumping Station No. 9	Fair. Investigation works for the access upgrade and conservation of the station continued
• Warragamba Weir	Good
<i>Upper Nepean and Woronora supply systems</i>	
Avon Dam	Good
Cataract Dam	Good
Cordeaux Dam	Good
Hudson's Emergency Scheme	Poor. Draft conservation management plan prepared
Nepean Dam	Good
Prospect Reservoir and surrounding area	Good
• Prospect Reservoir valve house	Good
Upper Canal system	Fair to Good
• Broughtons Pass Weir	Fair to Good
• Nepean Tunnel	Good
• Pheasants Nest Weir	Good
Upper Cordeaux Dam No. 1	Fair to Good
Upper Cordeaux Dam No. 2	Fair to Good
• Cordeaux Manor	Good
Woronora Dam	Good
Woronora-Penshurst pipeline	Good

Appendices cont.

<i>Heritage Items</i>	<i>Condition²</i>
<i>Blue Mountains supply system</i>	
Cascade Dams	Good
Greaves Dam	Good
Medlow Bath Dam	Good
Woodford Creek Dam	Good
<i>Compensation weirs</i>	
Brownlow Weir	Good
Cobbitty Village Weir	Partially demolished. Routine inspections, maintenance and cleaning on new weir conducted
Menangle Weir	Good
Mt Hunter Rivulet Weir	Good
Thurns Weir	Good
Wallacia Weir	Good
Historic Buildings	
Arnprior	Poor to Fair. Conducted regular inspections, site clean-up
Barrallier	Poor. Heritage assessment of Post Office finalised
Bowmans Hill	Fair. Heritage assessment finalised
Cookanulla	Poor to Fair. Conducted regular inspections
Glen D'Or	Poor to Fair. Conducted regular inspections, rubbish removed, conducted fencing repairs
Joe Deacon's Hut	Poor. Conducted regular inspections and fire inspection works
Joorilands	Poor. Conservation management plan under preparation
Kedumba Slab Hut	Poor. Conducted regular inspections and fire inspection works
Khama Lea	Poor to Fair. Conducted regular inspections, rubbish removed
La Vista	Poor. Conducted regular inspections, rubbish removed
Mayfield	Fair to Good
Ooranook	Fair. Conducted regular inspections, rubbish removed
St Senan's Church	Good
Steven's property ruins	Poor. Conservation works commenced
Virginia	Fair. Conducted regular inspections
Walker's Homestead	Fair. Conservation management plan assessed and scope of conservations works prepared
Windmill Hill	Poor. Conservation works commenced
Yerranderie Court House	Good
Yerranderie Police Station	Good
Landscape Items	
Wingecarribee Swamp	Poor. Plan of management being implemented

Notes:

¹ Non-Indigenous cultural heritage only

² Condition descriptors:

Good = Currently fit-for-purpose (operational) and/or generally intact.

Fair = Not currently fit-for-purpose (operational), but stable and requiring only moderate repairs.

Poor = Not fit-for-purpose (operational), unstable and requiring extensive restoration works.



Appendices cont.

Appendix 25 SCA Publications

The SCA produces a range of hard copy and Internet brochures, fact sheets, reports and other material relating to the role of the SCA and its activities. The material is available by contacting the SCA Publications Officer at Level 2, 311 High Street Penrith, or by phoning (02) 4725 2100. The material is also available by visiting our website: www.sca.nsw.gov.au.

Brochures

Sydney Catchment Authority corporate brochure
Healthy Catchments...Quality Water
Dams of Greater Sydney and Surrounds – Warragamba
Upper Nepean
Shoalhaven
Woronora
Blue Mountains

How to Make a Complaint or Offer a Compliment
Privacy Laws, the Sydney Catchment Authority, and You
Catching the Cleanest Water

Fact Sheets

HSC education series
SCA general information series

Videos

A Safe Dam – A Sure Supply
The Warragamba Story
Warragamba Dam Auxiliary Spillway

Reports

SCA Annual Environment Compliance Reports
SCA Annual Environment Reports
SCA Annual Reports
SCA Annual Water Quality Monitoring Reports
2001 Audit of the Hydrological Catchments Managed by the SCA

Other

2002–2007 SCA Business Plan
SCA Environment Plan 2000–2005
Energy Management Plan 2001–2006
Bulk Raw Water Quality Management Plan
Special Areas Strategic Plan of Management (SASPoM) –
Background
Special Areas Strategic Plan of Management (SASPoM) – Strategy
Annual Report on Implementation of SASPoM
Wingecarribee Swamp and Special Area Plan of Management
(WSSAPoM)

Annual Report on Implementation of WSSAPoM
Sydney Catchment Authority Operating Licence
Memoranda of Understanding – NSW Health, EPA, DLWC
Sydney Water Catchment Management (General) Regulation
2000
Sydney Water Catchment Management (Environment
Protection) Regulation 2000
Sydney Catchment Authority Statement of Affairs
Sydney Catchment Authority Summary of Affairs
Expert Reference Panel – Charter and Procedures
Local Government Reference Panel – Charter and Procedures
Southern Regional Consultative Committee – Charter and
Procedures
Northern Regional Consultative Committee – Charter and
Procedures
Hawkesbury-Nepean Experimental Environmental Flow
Strategy
Pollution Source Risk Management Plan

Joint Projects

Guide for New Residents – DIPNR and SCA
Catchment Protection Scheme – DIPNR and SCA
Feral Animals – RLPB, NPWS and SCA
Weeds – DIPNR and SCA

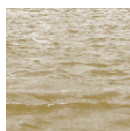


Glossary

Bathymetric survey:	Survey of lake bed using sonar equipment	Unfiltered water:	Water that has been disinfected by chlorination
Catchment:	An area where water is collected by the natural landscape. In a catchment, all rain and run-off water eventually flows to a creek, river, lake or ocean or into the groundwater system	Raw water:	Water that has not been subjected to any form of treatment
Environmental flows:	A release of water from storages to provide a flow of water in a river, stream or other natural waterway that mimics natural seasonal flows and restores and maintains the ecology of the waterway	Special areas:	Lands mostly around drinking water storages that were originally set aside for the protection of drinking water quality
Land:	Includes rivers, streams or watercourses	Water storages:	The SCA's dam walls, pumps and other works used for – or with respect to – the extraction and storage of: • water in rivers and lakes • water occurring naturally on the surface of the ground • sub-surface waters
Limnology:	The study of bodies of fresh water with reference to their physical, geographical, biological and other features	Water supply infrastructure:	Includes the SCA's water storages, pipelines or connected or associated works, and monitoring devices
Megalitre (ML):	Measurement of volume equal to one million litres. One megalitre is approximately the volume of a one-metre deep Olympic-sized swimming pool	Yield:	The amount of water that can be withdrawn from a reservoir on an ongoing basis with an acceptably small risk of reducing the reservoir storage to zero (Nevada Division of Water Planning, USA)
Operating storage:	The amount of water the SCA can operationally extract from the dams when they are full		
Pathogens:	Micro-organisms that can be found in water and which can sometimes cause illness in humans		

List of Acronyms and Initialisms

ANCOLD	Australian National Committee on Large Dams	IMS	Integrated Management System
AwwaRF	American Water Works Association Research Foundation	IPART	Independent Pricing and Regulatory Tribunal
CIS	Catchment Information System	JCC	Joint Consultative Committee
CPI	Consumer Price Index	KRA	Key Result Area
CPS	Catchment Protection Scheme	KWh	Kilowatt hours
CRCFE	Cooperative Research Centre for Freshwater Ecology	LGRP	Local Government Reference Panel
CRCWQT	Cooperative Research Centre for Water Quality and Treatment	MOU	Memorandum of Understanding
CSIRO	Commonwealth Scientific & Industrial Research Organisation	NHT	Natural Heritage Trust
CWR	Centre for Water Research	NPWS	NSW National Parks and Wildlife Service
DAR	Development Assessment Register	OHS&R	Occupational Health, Safety and Rehabilitation
DLWC	Department of Land and Water Conservation	POEO Act	<i>Protection of the Environment Operations Act 1997</i>
DIPNR	Department of Infrastructure, Planning and Natural Resources	RLPB	Rural Lands Protection Board
DMR	Department of Mineral Resources	RTA	Roads and Traffic Authority
DoC	Department of Commerce	SASPoM	Special Areas Strategic Plan of Management
DSC	Dams Safety Committee	SCA	Sydney Catchment Authority
EAPS	Ethnic Affairs Priority Statement	SEPP58	State Environmental Planning Policy 58
EASI	Environmental Assessment of Sites and Infrastructure	SES	Senior Executive Service
EEO	Equal Employment Opportunities	SLG	Strategic Liaison Group
EPA	Environment Protection Authority	SLWCA	Strategic Land and Water Capability Assessment
FIMS	Finance and Related Integrated Management Systems	SWCM Act	<i>Sydney Water Catchment Management Act 1998</i>
FMECA	Failure Modes and Effects Criticality Analysis	Sydney Water	Sydney Water Corporation
GST	Goods and Services Tax	TAM	Total Asset Management
HCP	Healthy Catchments Program	WRAPP	Waste Reduction and Purchasing Plan
		WSAA	Water Services Association of Australia
		WSSAPoM	Wingecarribee Swamp & Special Area Plan of Management



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Erratum

Financial Statements Note 1 (q) and Note 14 – pages 64 and 72

All references to *Rural Fires Services Act* and *Rural Bushfires Act* should read *Rural Fires Act*.

**SCA Head Office, Penrith
Sydney Catchment Authority**

Level 2, 311 High Street
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PO Box 323
Penrith, NSW 2751
Phone: (02) 4725 2100
1300 SCA GOV (1 300 722 468)
Fax: (02) 4732 3666

Website: www.sca.nsw.gov.au

Email: info@sca.nsw.gov.au

Visitor Information

Warragamba Dam
Visitor Centre
Phone: (02) 4720 0349
Hours: 10am to 4pm daily,
Except Christmas Day
and Good Friday

Other SCA Dams

Phone (02) 4640 1200
Hours: 9am to 5pm daily,
Monday to Friday

Emergency Reporting

(24 hours)
Fires, chemical spills
Phone: (02) 9751 1988
Fax: (02) 4842 9402

**Field Office Locations:
Goulburn Office**

Newo House
23–25 Montague Street
Goulburn NSW 2580
Phone: (02) 4823 4200
Fax: (02) 4822 9422
Hours: 8am to 4pm,
Wednesday and Thursday

Moss Vale Office

Shop 1, Old Argyle Square
256 Argyle Street
Moss Vale NSW 2577
Phone: (02) 4868 0300
Fax: (02) 4868 0306
Hours: 8:30am to 4:30pm,
Monday to Friday

Braidwood Office

Park Lane
Braidwood NSW 2622
Phone: (02) 4842 9400
Fax: (02) 4842 9402
Hours: 8:30am to 4:30pm,
Tuesday and Wednesday

Depots

Cordeaux Dam
Warragamba Dam
Kenny Hill
Blue Mountains
Burrawang