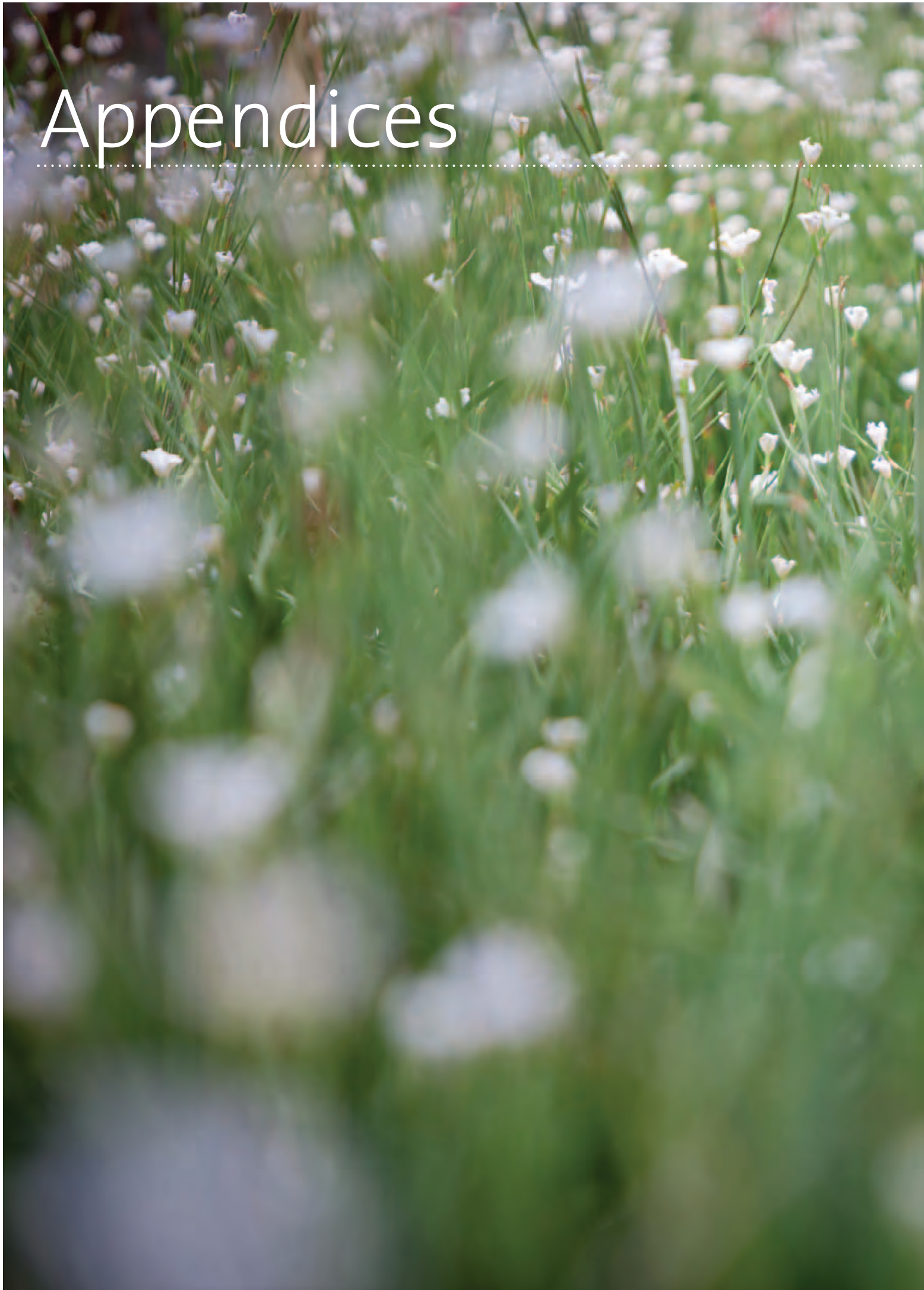


# Appendices

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# Appendices

## Agreements with the Community Relations Commission

There were no agreements made with the Community Relations Commission during the 2010–11 period.

## Annual Report availability and costs

The Sydney Olympic Park Annual Report 2010–11 is available online at [www.sopa.nsw.gov.au](http://www.sopa.nsw.gov.au). The total costs of producing the Annual Report is estimated at \$14,127 (excluding GST).

## Code of Conduct

Sydney Olympic Park Authority staff are bound by the requirements of the Public Sector Employment and Management Act 2002, the Authority Code of Conduct and other relevant legislation applying to public employment.

The Authority reviewed and updated its Code of Conduct in November 2010 and Code of Conduct training was completed by selected staff of the Authority during the period.

Board members	Meetings held	Meetings attended
Hon Michael Knight	8	8
David Baffsky	8	5
John Coates	8	7
Jack Cowin	8	7
Liz Ellis	8	6
Penelope Figgis	8	7
Dennis Fitzgerald	8	8
Alan Marsh	8	8
Alan Whelpton	8	7

## Board attendance 2010–11

### Committees

#### Access Advisory Committee

The committee advised the Authority on the assessment and management of access to Sydney Olympic Park by people with a disability.

Jean Halcrow (Chair)  
Ann Gibson  
Christina Hinchcliffe  
Mark Relf  
Robyn Thompson  
Trevor Beardsmore  
Kath Brewster  
Glenn Redmayne

Alan Marsh  
Fiona Wilson-Jones  
Gavin Syme  
Aleks Stojcevic  
Jenny Moon  
Jane Bryce

#### Audit, Risk and Compliance Committee

The committee addressed financial, accounting, reporting and internal controls, risk management and compliance issues in accordance with the Committee Charter and Treasury Circular NSW TC09/08.

John Coates (Chair)  
David Baffsky  
Liz Ellis

#### Design Review Panel

The panel convened on eight occasions throughout the year to review a range of proposed development, urban domain, parklands and infrastructure projects. The panel provided the Chief Executive Officer with independent design advice on these proposals as well as the design process generally – contributing to the high quality of development at Sydney Olympic Park.

Peter Mould (Chair)  
Darlene van der Breggen  
Professor Catherin Bull  
Bill Tsakalos  
Professor Peter Webber

#### Millennium Parklands Advisory Committee

The committee made recommendations to the Board on matters relating to the care, control and management of the Millennium Parklands.

Penelope Figgis (Chair)  
Professor Catherine Bull\*  
Sarah Dinning\*  
Dr Tony Flemming (represented by Gary Dunnett)  
Leigh Martin\*  
Irene Simms\*

\* Membership term ceased December 2010. No meetings held in 2011 due to seeking approvals for membership appointment.

#### Consultancy services

No consultancy services were engaged by the Authority during 2010–11.

## Contacting Sydney Olympic Park Authority

### Sydney Olympic Park Authority

Level 1  
8 Australia Avenue  
Sydney Olympic Park NSW 2127  
Telephone 02 9714 7300  
Facsimile 02 9714 7818  
Email enquiries@sopa.nsw.gov.au  
Online www.sopa.nsw.gov.au  
Office hours 8.45am to 5.15pm, Monday to Friday

### Credit card certification

Credit card use within the Authority has been in accordance with the Premier's Memoranda and Treasurer's Directions.

### Disability Action Plan

The Authority's Disability Action Plan (DAP) has been developed to be consistent with the New South Wales (NSW) Government's Guidelines for Disability Action Planning by NSW Government Agencies (the Guidelines). The Guidelines translate into action the Government's commitment to improving the opportunities for people with disabilities to share fully in community life.

The DAP annual assessment provides an opportunity for the Authority to measure and record its achievements and to demonstrate its ongoing commitment to equity and access in all aspects of service provisions.

All managers that are identified within the DAP as having a role of responsibility are interviewed annually, usually during the month of November by the manager of the Authority's Building Services Unit. The detailed results from this interview process conducted with all identified persons/managers are then presented in an annual report and any areas identified with a deficiency are actioned accordingly.

All issues identified during the annual reviewing process are actioned to enhance accessibility awareness and services within the Authority.

The NSW Disability Framework Policy sets parameters which require Government agencies to measure and report on their progress in creating access for people with disabilities. This is required under Section 9 of the Disability Services Act 1993 and Schedule 1 of the Annual Reports (Statutory Bodies) Regulation 2010.

## Access Guidelines

The Authority's current Access Guidelines are fully compliant with all existing Commonwealth and NSW State access legislation as at May 2011. This includes the Current Building Code of Australia 2011 and the Commonwealth's Disability Discrimination Act-1992

These amendments were to reference the new detailed documents and Australian Standards listed in the newly amended Disability Discrimination Act-1992 and Building Code of Australia-2011.

### Disclosure of controlled entities

The only controlled entity held by the Authority during the reporting period was the Parklands Foundation Limited which was wound-down in the previous financial year and formally dissolved subsequent to financial year end.

### Economic or other factors affecting achievement of operational objectives

The office market across New South Wales improved slightly on the previous year, following the effect of the Global Financial Crisis.

Residential development continued on Site 3 (Site 3 Development Corporation) with strong 'off the plan' sales, for the first residential product within Sydney Olympic Park. The first residents are likely to move into the development in early 2012.

Development rights for a 99-year lease over Site 8b (6-storey office building) were granted to SOP8B Pty Ltd, who will commence construction in October 2011.

General Property Trust commenced construction of a five-storey, 13,000m<sup>2</sup> commercial office building in Murray Rose Avenue, with completion scheduled for 2012.

Sydney Olympic Park venues sustained a strong level of activity contributing to an improvement in Authority revenue such as car parking.

## Electronic Service Delivery

The Authority continues to focus on increasing the information and services available electronically.

The Authority's websites include:

- [www.sydneyolympicpark.com.au](http://www.sydneyolympicpark.com.au)  
– the main portal for Sydney Olympic Park;
- [www.sopa.nsw.gov.au](http://www.sopa.nsw.gov.au)  
– the main portal for Sydney Olympic Park Authority
- [www.aquaticcentre.com.au](http://www.aquaticcentre.com.au)  
– the Sydney Olympic Park Aquatic Centre website;
- [www.athleticcentre.com.au](http://www.athleticcentre.com.au)  
– the Sydney Olympic Park Athletic Centre website;
- [www.archerycentre.com.au](http://www.archerycentre.com.au)  
– the Sydney Olympic Park Archery Centre website;
- [www.sports-centre.com.au](http://www.sports-centre.com.au)  
– the Sydney Olympic Park Sports Centre, Sports Halls and Hockey Centre website; and
- [www.monsterpark.com.au](http://www.monsterpark.com.au)  
– the Sydney Olympic Park Monster Skatepark website.

During the reporting period, the Authority delivered the first phase of a website review project including a new website for the Authority and an upgraded website for Sydney Olympic Park. The Authority commenced the website review project to upgrade all Authority-owned websites to achieve economies in service provision, management, maintenance and information handling with streamlined systems and processes. All of the above websites are being consolidated into one Content Management System and redesigned to enhance the online user experience.

The website review project will continue to the next reporting period, to provide upgraded websites for the sports venues managed by the Authority.

The Authority has been trialing print at home car parking tickets for its P2 and P6 car parks, it is expected that this will be available to the public this calendar year. Further implementation will be carried out on the Authority's other car parks within the 2011–12 financial year.

## Government Information Public Access (GIPA) Reporting

### Proactive Release of Information

The Authority continues to review its current policies, procedures and records to identify additional information that may be made publicly available. A major review was undertaken in December 2010 through to March 2011 to identify additional policies and corporate information to be added to the Authority's website. These documents are

available on the Resource Centre, Publications page of the Authority's website.

### Formal Applications

The Authority received three formal applications in 2010–11. All applications were decided within the statutory timeframe. These were:

1. **Media** - Access was granted in part, however as final payment was not received and the applicant did not request an extension, the application was closed without release of the information. The application was received on 10 January 2011 and the date of notification of decision was 4 February 2011. The applicant requested a copy of all board minutes from a legacy organisation in 2000.
2. **Members of the Public (application by legal representative)** - The applicant requested a copy of CCTV footage. The application was received on 13 October 2010 and the date of notification of decision was 22 November 2010. Access was granted in full.
3. **Members of the Public (other)** - The applicant requested a copy of CCTV footage. The application was received on 8 December 2010 and the date of notification of decision was 20 January 2011. Access was granted in full.

There were no applications for personal information or part personal information under the GIPA Act.

### Informal Applications

A total of 14 informal applications were received between 1 July 2010 and 30 June 2011. Of these three were given full access, six were given partial access and the Authority did not hold the information for three applications. Two applications were not completed as at 30 June 2011.

### GIPA Impact

The impact on the Authority's activities and resources in meeting the requirements of the Act, as well as processing GIPA applications, was significant during the reporting period. The reasons for the increase in activity included the following:

- Creation, implementation and management of additional website pages;
- Review, updating and upload of proactive and mandatory release publications;
- Development of GIPA policies across the organisation;
- Organisational awareness training on GIPA; and
- Increased requests for information and associated processing.

In the preceding financial year (2009–10), the Authority received two applications under the FOI Act.

There were no requests for internal review, reviews by the Commissioner or the Administrative Decisions Tribunal (ADT) in the period 1 July 2010 to 30 June 2011. There were no requests for internal review in the preceding financial year (2009–10).

Applications for information may be requested under the GIPA Act must be in writing. All formal applications are to be accompanied by an application fee of \$30.

Enquiries and applications should be referred to:

The Right to Information Coordinator  
Sydney Olympic Park Authority  
Level 1, 8 Australia Avenue  
Sydney Olympic Park  
NSW 2127

### **Personal Information and Privacy Protection Act (PIPPA)**

In accordance with PIPPA, the Authority has developed a Privacy Management Plan. The Plan was lodged with the Privacy Commissioner in May 2002.

The Plan sets out the core business and functions of the Authority and refers to information protection principles and procedures for internal review. The Plan includes a table documenting the Authority's processes for the handling of personal information.

No applications for personal information, amendment of personal information or reviews were received in the financial year 2010–11.

### **Funds granted to non-government community organisations**

During the 2010–11 financial year funds were granted as follows:

- Main Arena upgrade contribution by the Government of \$20 million to the Royal Agricultural Society of NSW
- Contribution for weightlifting equipment at Sydney Olympic Park Sports Centre of \$35,000 to NSW Weightlifting Association Ltd

### **Guarantee of service**

The Authority aims for consistent excellence in the provision of information and customer services based on integrity, professionalism, timeliness, respect and openness.

### **Human resources**

In April 2011, as part of structural reform of the NSW public sector, staff of the Office of the Sydney Olympic Park Authority, were added to the Department of Education and Communities one of nine principal departments comprising the NSW Public Service.

Staff within the corporate office relocated just prior to the commencement of the year, resulting in annual savings of \$400,000 per annum and a space reduction 1600m<sup>2</sup>. Over the course of the year employee accommodation issues arising out of the relocation were addressed.

The operation of the Authority's performance management system continued to identify and focus employee efforts on the Authority's organisational priorities.

Employee performance and contributions were also recognized through the operation, on a quarterly basis, of the Staff Recognition and Reward Scheme.

The Authority also reviewed and updated its Equal Employment Opportunity Policy and its recruitment and selection committee procedures.

Some minor re-alignments were made to staffing arrangements within the Sports Venues to consolidate the expanded portfolio and achieve the best outcomes and efficiencies.

A salary packaging seminar was also held for staff explaining the workings of salary packaging and why it may be tax effective for individuals in some circumstances.

A two-week Christmas/New Year closedown was implemented to provide staff with the opportunity to spend time with family and friends during the holiday season, and as a means of reducing the organisation's leave liability costs.

A bi-monthly Human Resource Management Bulletin was produced and circulated to staff throughout the organisation as a means of raising awareness of contemporary HR management issues and practices.

### **Industrial relations**

There were no industrial disputes during the year.

During the Easter Show, normal working arrangements for a small number of people were suspended, and replaced by a seven day cycle of rostered shifts. Industrial arrangements agreed with the PSA provided the Authority with the required flexibility to meet the extra-ordinary demands of the Show period and ensured that Authority staff were appropriately compensated for these changed arrangements.

A promotional appeal lodged against an appointment decision of the Authority was dismissed by the Industrial Relations Commission of NSW.

A salary increase to the Sydney Olympic Park Aquatic, Athletics and Archery Centres (State) Award 2008 was granted following a consent application by the Authority and the Union.

Salary Award increases for the Authority in the year were in line with the Crown Employees (Public Sector – Salaries 2008) Award.

### Land disposal

Development rights for a 99-year lease were granted to FDC Construction and Fitout through SOP8B Pty Ltd over Site 8B, located on Murray Rose Avenue, to develop a commercial office building.

### Legislative change

Following the review of Sydney Olympic Park Authority Act 2001 (SOPA Act) and Sydney Olympic Park Authority Regulations 2007 (SOPA Regulations) required under s89 of the SOPA Act, the Sydney Olympic Park Authority Amendments Act 2010 (Amendment Act) was enacted and the majority of the amendments under the Amendment Act are now in force.

The proposed amendment in the Amendment Act to the Protection of the Environment Operations (General) Regulation 2009 (PEO Regulation) are being further reviewed by the Office of Environment and Heritage to better link with the amendment to section 48A of the SOPA Act. Under the amendments to the PEO Regulation, the Authority will become an appropriate regulatory authority for the purposes of managing event noise.

Amendments to the SOPA Regulations will occur in conjunction with the amendments to the PEO Regulation.

### Major capital works

During 2010–11, key capital works projects were undertaken throughout the Park. These delivered an important program of asset creation and replacement, resulting in significant improvements to the amenity of the parklands and key areas of infrastructure in the town centre.

Project	Cost
Asset replacement	1.679m
Minor works	3.214m
Minor – Aquatic and Athletic Centres	1.966m
Blaxland Riverside Park Playground	1.950m
<b>Total funding by Treasury</b>	<b>8.809m</b>
External contributions – Blaxland Riverside Park Playground	0.900m
Developer funded infrastructure works	1.180m
<b>Total</b>	<b>10.889m</b>

### Occupational health and safety

One field based injury, requiring the development of return to work program, was recorded during the year.

An Employee Assistance Program is in place to provide staff and members of their immediate family with access to a no-cost confidential counselling service on a 24 hour/7 day basis.

The Authority arranged for on-site influenza vaccinations for staff expressing an interest in receiving the vaccination. The vaccination program is viewed as a preventive strategy to protect employee health, and minimize disruptions to the workplace through absenteeism.

Skin checks were also undertaken for those staff whose positions require working outdoors and exposure to the sun.

Warden training was provided to staff to increase the Authority's preparedness for emergency situations. An emergency evacuation drill was also undertaken to ensure staff familiarity with evacuation procedures.

The Authority's Occupational Health and Safety Committee and Occupational Health and Safety Management Coordination Committee met regularly during the year and addressed a range of matters.

Work was undertaken to bring the recently acquired venues' OH&S policies and procedures in line with the Authority's and the sports venues existing policies and procedures.

The Authority's Staff Wellbeing Committee (comprising staff representatives from each area of the organisation) met regularly during the year. The Committee is a vehicle for seeking employees' views and facilitating feedback between staff and management on staff welfare, amenity and general wellbeing issues.

The Committee facilitated the running of exercise classes at lunchtime for staff.

The Wellbeing Committee acted as a conduit between staff and management in relation to issues arising out of the corporate office relocation.

#### Parklands Foundation

The activities of the Parklands Foundation were wound up during the 2010–11 financial year.

The Parklands Foundation Board comprised:

Lucio Di Bartolemeo  
Penelope Figgis AO  
Peter Mayers  
Sarah Dinning  
Alan Marsh

#### Official overseas visits undertaken by Sydney Olympic Park Authority employees

There were no official overseas visits undertaken during the period.

#### Payment performance indicators

Trade creditors aged analysis at the end of each quarter

Quarter Ended	Current (within due date) \$'000	Less than 30 days overdue \$'000	Between 31 & 60 days overdue \$'000	Between 61 & 90 days overdue \$'000	More than 90 days overdue \$'000
At 30 September 2010	998	43	5	15	2
At 31 December 2010	549	116	40	381	17
At 31 March 2011	829	15	3	0	3
At 30 June 2011	0	0	0	0	0

Trade creditors accounts paid on time within each quarter

Quarter Ended	Accounts paid on time target %	Accounts paid on time actual %	Amount paid on time \$'000	Total amount paid \$'000
At 30 September 2010	95	96	25,388	25,847
At 31 December 2010	95	95	46,739	47,469
At 31 March 2011	95	93	16,808	18,417
At 30 June 2011	95	96	30,035	31,490

No suppliers requested or were reasonably entitled to penalty interest for the year.

## Executive remuneration and performance statement

CES/SES officers level 5 and above

### Name

Mr Alan Marsh

### Position and level

Chief Executive Officer Level 7

### Period in position

From 1 July 2010 to 30 June 2011

### Remuneration as at 30 June 2011

\$329,394, per annum plus recruitment allowance of \$30,000 per annum

Mr Marsh met the requirements of his performance agreement in accordance with his role as Chief Executive Officer of the Office of the Sydney Olympic Park Authority (the Authority).

The initiatives, actions and strategies of the Authority undertaken and progressed during the year under Mr Marsh are set out below.

They are in keeping with the Authority's role of managing and developing the Park as a major urban centre, with the focus on sustainable urban development and parklands protection and enhancement.

Significant outcomes/achievements during the year included;

- Worked collaboratively with Netball Australia, Netball NSW, Destination NSW, and Sydney Olympic Park venues in securing the 2015 Netball World Championships for the Park, following an international bid process.
- Managed the Government's interests in relation to the \$65 million upgrade of the Showground Main Arena that will be home to the new Greater Western Sydney Giants AFL team.
- Completion of the first stage of Blaxland Riverside Park Playground as part of the development of a major regional playground for Western Sydney
- Effective management of \$1.9 billion of assets, and achievement of a targeted increase in revenue as a percentage of operating expenditure. The Authority did not require its full funding allocation for the year, achieving a \$2.5 million reduction in funding required.
- Facilitation of the highly successful 10 year Sydney Olympic Games Anniversary Celebration in conjunction with the Australian Olympic Committee and NSW Government central agencies.
- Structural completion of Stage 1 of Australia Towers, a 24 storey residential development, and the preparation of the development application for Stages 2 & 3.
- Agreement for lease entered into for the development of a new six storey commercial office building (Site 60) with ground floor retail space. Construction is expected to commence in late 2011.
- Commencement of construction of 77 serviced apartments (Quest Apartments) with basement parking. Completion is expected in 2012.
- Lodgement of an amended development application for a dual tower commercial development incorporating 24,000 m<sup>2</sup> of floor space. (Site 4B).
- Oversight of precinct operations and working with the Homebush Motor Racing Authority for the successful staging of the second Sydney 500 V8 motor race which attract large crowds over the three-day event.
- Continued leadership of the Sydney Olympic Park Sustainability Advantage cluster, incorporating other major businesses, to improve business sustainability across a number of key areas – resource efficiency, environmental responsibility, and supply change. the Authority's progress in this area was recognised through the awarding of the Sustainability Advantage Bronze Award by the Office of Environment and Heritage.
- Completion of the Parklands Plan of Management (POM) 2010 and adoption by the Minister. The POM reflects the commitment to cooperatively and holistically manage adjoining public lands to ensure the best use and protection of the Parklands by improving them for diverse community use and protecting environmentally significant areas and endangered species.
- Legislative amendments to the SOPA Act and the implementation of a framework for noise limits and managing noise emissions during major events within the Park.
- Commencement of a major upgrade of the Homebush Bay Drive / Australia Avenue Roundabout to improve traffic flow into the precinct.
- Implementation of comprehensive ecological management programs to continue to conserve and enhance the Park's biodiversity, including continuation of the scientists in residence program in partnership with the University of Newcastle to research the conservation ecology of the endangered Green and Golden Bell Frog.

- Major improvements within the Authority's sports venues including provision of a covered grandstand at Wilson Park; enhancement of Archery Centre fields; installation of a shade structure at the Athletics Warm Up field; and completion of a major refurbishment of the State Sports Centre.

- Growth in Sydney Olympic Park's Lifestyle program membership base to over 5,700 members in 55 organisations. The member benefits program delivered over 170 benefits to on-site employees this year, representing over \$3,000 in value for each member.

Benefits included subsidised social sports competitions and other team-building activities, discounted access to facilities, food and beverage outlets and retailers, as well as free and discounted tickets to events at the Park.

The program continues to create a more rewarding environment, attracting and retaining employees, investors and tenants and contributes to the growth and sense of community within the Park.

- Delivery of the Arts and Culture program including the hosting of artists in residence, the delivery of two temporary public artworks to commemorate the 10th anniversary of the Sydney 2000 Olympic Games, the programming of public participation activities including creative writing, dancing, printmaking and filmmaking workshops, and the successful presentation of events and exhibitions such as Operation Art, Art with Altitude, ARTEXPRESS at the Armory and Buffer Zone.
- A program of signature events was developed and delivered. These included River Rhythms, Kids in the Park, Movies by the Boulevard and Australia Day celebrations. A range of other events and programs held in the Park were also supported including Unity Walk for Parkinson's, Convoy for Kids, City of Sydney Spring Cycle, India Australia Friendship Fair and Boishaki Mela. Various other charity walks and various cultural festivals continue to be attracted to Sydney Olympic Park - The Walk to d'Feet Motor Neuron Disease was held at Blaxland Riverside Park and a new cultural event was held in Cathy Freeman Park – Basant, a festival of kites, supported by the Pakistani community.
- The 2010–11 capital works program was completed successfully within program and budget encompassing projects such as the construction of the first two stages of the new regional playground at Blaxland Riverside Park; the widening Australia Avenue and Homebush Bay Drive Roundabout; the replacement of the big outdoor entertainment screen; the installation of new state of the art noise monitoring equipment in

the town centre and surrounding areas; new signage in the Parklands and town centre; along with a range of sustainability initiatives including the re-lamping of street lights and public car parks in the town centre with energy efficient LED lights.

- Visitation levels to Sydney Olympic Park increased to 9.8 million in the year including 2.4 million visitors to the Parklands.
- In excess of 28,000 school students participated in the Authority's schools' education program during the year. The environmental education based program draws on the Board of Studies syllabus and is centred around the Parklands.
- In tightening global economic conditions, new business events valued at \$2.1M were secured for Sydney Olympic Park venues, involving visitation of 872,000 people attending over 2400 business events.
- Consolidation and strengthening of business and working relationships with Park stakeholders including venue operators, the Sydney Olympic Park Business Association, local, state and federal governments, sporting bodies, and environmental organisations.
- Managing the government's lease interest in the ANZ Stadium and Acer Arena.

### Protected Disclosures

The Protected Disclosures Act 1994 (NSW) offers protection to public officials who make disclosures that concern corrupt conduct, maladministration and serious or substantial waste of public money.

Within Sydney Olympic Park Authority, disclosures can be made to the Chief Executive Officer, General Manager Commercial & Corporate or the officer's supervisor.

No disclosures were reported during the reporting period.

### Publications

Throughout the 2010–11 period, Sydney Olympic Park Authority produced and distributed a range of publications, statutory reports, corporate brochures and flyers. Key publications are available on the Authority's website at: [www.sopa.nsw.gov.au](http://www.sopa.nsw.gov.au).

### Recruitment and training

The Authority experienced an even flow of recruitment throughout the year (51 positions advertised). Significant time and cost savings were achieved through the utilization of the public sector e-Recruitment system.

Selection committee training was provided to staff to strengthen the application of merit based selection principles.

Two internships were provided to overseas students from China and the United States as part of their international study course requirements. In addition other work experience placements were made to assist students with their course and vocational needs.

Staff also undertook training in relation to the commencement of the Government Information (Public Access) Act, as well as training in public sector procurement.

Arrangements were also finalized for the delivery of Organisational Relations training for staff in the early 2011–12 period. The training will focus on improving interactions and communications between staff and with clients.

Regular training was provided within the Authority's sports venues for staff to maintain their qualifications in relation to First Aid, Manual Handling, OH&S, Pool Lifeguarding and Food Handling.

Staff attended a variety of other training courses, seminars and conferences during the year, reflecting the occupational and functional diversity within the organisation.

The Authority's staff also participated in the NSW Government's Executive Development Program, and other assistance was provided to staff undertaking tertiary study.

### SES staffing profile

SES Level	Males as at 30/6/11	Females as at 30/6/11	Vacant as at 30/6/11
Level 7	1	–	–
Level 5	2	–	–
Total	3	–	–

### Sydney Olympic Park Authority Staff Numbers 2010–11

Remuneration Level of Substantive Position	Total Staff (Men & Women)	Respondents	Men	Women	Aboriginal People & Torres Strait Islanders	People from Racial, Ethnic, Ethno-Religious Minority Groups	People whose Language First Spoken as a Child was not English	People with a Disability	People with a Disability Requiring Work-related Adjustment
>\$0 - < \$39,670	17	12	11	6	–	–	1	1	–
\$39,670 - < \$52,104	35	30	18	17	–	7	5	–	–
\$52,104 - < \$58,249	23	19	13	10	–	3	2	–	–
\$58,249 - < \$73,709	26	22	9	17	–	5	5	–	–
\$73,709 - < \$95,319	52	41	25	27	–	12	6	–	–
\$95,319 - < \$119,149	40	30	32	8	–	3	4	–	–
>\$119,149 (Non SES)	8	4	6	2	–	–	1	–	–
>\$119,149 (SES)	3	1	3	–	–	–	–	–	–
<b>Total</b>	<b>204</b>	<b>159</b>	<b>117</b>	<b>87</b>	<b>–</b>	<b>30</b>	<b>24</b>	<b>1</b>	<b>–</b>

### Multicultural services program

The Authority attaches high priority to the promotion of cultural diversity. Initiatives undertaken in this area during 2010–11 included:

- The Authority worked collaboratively with Auburn Council in staging Australia Day 2010 celebrations, including an outdoor citizenship ceremony. The celebrations featured food, music and performance contributions from a number of cultural groups.
- The Authority worked with the ethnic media on awareness campaigns to ensure the broad community had access to information and products offered at Sydney Olympic Park.
- The Authority worked with Macquarie University to provide placement opportunities for overseas students through a three month internship program
- The Authority ensures that local communities are informed on leisure, sporting, and cultural activities/ events at Sydney Olympic Park through the 'What's On?' publication which has a subscription database of around 50,000 people.

The Authority's workforce reflects the general diversity within the community.

The Authority supported the staging of a number of major ethnic community events, festivals and celebrations within the Park. These included:

### India-Australia Friendship Fair

The India-Australia Friendship Fair in August brought the best of Indian culture and flavour to Sydney Olympic Park. The celebrations at the Sydney Olympic Park Athletic Centre featured food, song and dance, VIPs and celebrities. The fair lived up to its reputation as Australia's largest Indian cultural gathering.

### Boishaki Mela

Bengali New Year Celebrations 2010 were held in April at the Sydney Athletic Centre with some 70 food and arts and craft stalls, children's rides, and traditional Bengali music and dance performances. The event corresponded to the beginning of a new century in the Bengali calendar. The festival, which has become an annual event, has grown to be the largest and most vibrant event for the Bengali community of Sydney.

### Bedar

The Iranian festival to welcome spring (northern hemisphere) was held in Bicentennial Park in April and attracted over 2,000 participants.

### Hellenic organisation

In collaboration with the Australasian Hellenic Educational Progressive Association, the world's largest Hellenic organisation, the Authority undertook major enhancements to one of the Park's most important artworks – Discobolus. Enhanced interpretation panels tell the story of the key partnership with Australia's Hellenic community.

### River Rhythms

The autumn series of River Rhythms was held at the wharf at the Armory on each Sunday in March and April and showcased the rich diversity of musical styles from around the world, including reggae, African gospel, jazz, swing, and folk.

### EID Prayers

Members of the community from the Belmore Islamic Centre came to Olympic Park for prayers at the end of Ramadan in September. These prayers mark a significant time in the Islamic calendar and are traditionally said in the outdoors.

### Future plans

The Authority will continue to seek and support:

- the staging of major ethnic community events, festivals and celebrations within the Park;
- continued engagement of the local and ethnic community and use of the ethnic media; and
- the staging of an Australia Day 2012 event in partnership with Auburn Council which celebrates the diversity of the local community.

### Risk management and insurance activities

The Authority's Enterprise Risk Management Plan was updated in 2010 to meet the additional requirements of the Internal Audit and Risk Management Policy for the NSW Public Sector.

The Risk Management software used by the Authority has also been upgraded to facilitate workflow improvements and assist the continued monitoring of The Authority's key strategic and operational risks.

### Incidents and claims

Eleven Public liability claims and incident reports with claim potential (12 in 2009–10) and 13 reports of damage to Authority property were reported (14 in 2009–10) were processed.

This includes:

- A claim for a serious incident in 2008 where a cyclist struck a vehicle exiting a car park and suffered serious injuries. It is alleged that sightlines were impaired because of vegetation growing on land owned and or leased out by the Authority. The Treasury Managed Fund has confirmed it will indemnify the Authority and solicitors have been appointed.
- The failure of lifting cables in the training pool at the Aquatic Centre which caused material damage of \$295,000 and consequential losses of some \$300,000. The Treasury Managed Fund has agreed to indemnify the Authority for its costs excluding a minor amount of \$11,000 for replacing the failed cables.

### Risk management issues

Although the Park played host to 12.5m people in the year, the Authority continues to experience relatively few public liability incidents which require action. Recent incidents however suggest that there may be a trend towards higher, and in some cases unreasonable, expectations by the public in regard to the Authority's duty of care. This will continue to be monitored.

The Risk Manager continues to advise operating divisions on risk issues and assists in the conduct of risk assessments and risk management generally.

The Authority's compliance program continues to track and monitor the insurance obligations of over 500 active contractors, consultants, lessees and licensees.

The Risk Manager continues to liaise with management and staff to ensure that the indemnity and insurance requirements in contracts, leases and other agreements reflect both the risks represented and the coverage available in the insurance market in order to fully protect the Authority's interests.

### Insurance Charges

#### *Treasury Managed Fund (TMF)*

The total TMF Deposit Premium charge for 2010–11 (\$1,306,410 ex GST) represented a reduction of 7% over 2009–10

#### *Millennium Parklands Railway*

Separate insurance is purchased to cover Legal Liabilities of the Authority and the Operator arising out of the operations of the Millennium Parklands Railway. This policy is required because the Operator was not able to arrange cover at a reasonable cost and the TMF was not prepared to protect the operator.

The cost of this policy was \$9716.25 ex GST.

### Internal Audit and Risk Management Statement for the 2010–11 Financial Year for Sydney Olympic Park Authority

I, Alan Marsh, am of the opinion that the Sydney Olympic Park Authority has internal audit and risk management processes in operation that are, in all material respects, compliant with the core requirements set out in Treasury Circular NSW TC 09/08 Internal Audit and Risk Management Policy.

I, Alan Marsh, am of the opinion that the Audit and Risk Committee for Sydney Olympic Park Authority is constituted and operates in accordance with the independence and governance requirements of Treasury Circular NSW TC 09/08.

The Chair and Members of the Audit and Risk Committee are:

- John Coates AO independent Chair (1/1/08 to 31/12/10 and 1/1/11 to 31/12/13)
- Liz Ellis AO independent Member (1/1/08 to 31/12/10 and 1/1/11 to 31/12/13)
- David Baffsky AM, independent Member (26/10/09 to 30/6/12).

I, Alan Marsh, declare that this Internal Audit and Risk Management Statement is made on behalf of the following controlled entity:

- Sydney Olympic Park Authority

These processes provide a level of assurance that enables the senior management of Sydney Olympic Park Authority to understand, manage and satisfactorily control risk exposures.

As required by the policy, I have submitted an Attestation Statement outlining compliance with the policy to Treasury.

### Sydney Olympic Park Authority – EEO Groups Trends

EEO Group	Benchmark / Target	Trends in the Representation of EEO Groups		
		Percentage of Total Staff		
		2009	2010	2011
Women	50.0%	47.9%	46.4%	42.6%
Aboriginal people and Torres Strait Islanders	2.6%	0.0%	0.0%	0.0%
People whose first language was not English	19.0%	16.7%	15.9%	15.1%
People with a disability	n/a	1.1%	1.1%	0.6%
People with a disability requiring work-related adjustment	1.5%	0.0%	0.0%	0.0%

EEO Group	Benchmark	Trends in the Distribution of EEO Groups		
		2009	2010	2011
		Women	100	83
Aboriginal people and Torres Strait Islanders	100	0	0	0
People whose first language was not English	100	n/a	n/a	94
People with a disability	100	n/a	n/a	n/a
People with a disability requiring work-related adjustment	100	0	0	0

Note 1. 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.

Note 2. The Distribution Index is not calculated where EEO group or non-EEO group numbers are less than 20.

### Equal Employment Opportunity

The Authority's Equal Employment Opportunity policy was reviewed and amended.

Staff members (and members of their immediate family) were provided with access to a cost-free, 24/7 Employee Assistance Program. The service provides access to confidential counselling to assist in working through issues impacting on staff at work and in their personal life.

Recruitment selection training was held which included consideration of equity in advertising, short listing, interviewing and selection.

Internal employment opportunities were circulated to staff, through an expression of interest process.

Flexible working arrangements were approved, including part-time work, working from home, purchased leave and a variety of arrangements for family reasons.

Access issues were successfully incorporated into the relocation of Authority staff into a new corporate office.

A bi-monthly internal Human Resource Management Bulletin was circulated to all staff providing information on effective human resources practices. The purpose of the Bulletin was to promote discussion amongst staff and managers with the view to improving the workplace for all staff.

The Access Advisory Committee comprising representatives from the Authority and peak disability groups operated during the year.

Exit questionnaires were undertaken and provided staff with the opportunity to give feedback on a range of organisational issues including equity, career progression, communication etc.

Various committees were established with EEO group representation.

Organisational support of the Staff Wellbeing Committee. The Committee serves as a mechanism for seeking staff's views, and facilitating communication and feedback between staff and management on staff welfare, amenity, workplace activities and other general wellbeing issues (physical, social, emotional).

Opportunities were made available for all staff to attend events within the precinct. Where demand exceeded the number of tickets available a ballot was held.

### Initiatives for 2011–12

Undertaking of a staff survey on the operation of performance management within the Authority to ensure consistency of application, the provision of regular feedback to staff, and discussions on career development needs.

Review participation of women in the Drive Your Career Program.

Review of Corporate policies to incorporate consideration of equity principles.

Provision of Organisational Relations training which will focus on how to work more productively with staff who have different styles, preferences and ways of operating.

Additional recruitment selection training, which is to include consideration of equity in advertising short listing, interviewing and selection.

### NSW Action Plan For Women

The following actions have been taken in relation to the objectives in the Action Plan for Women

- The Authority facilitated a three day Women's Sports Festival within the Park to promote women's sport and encourage participation. Major highlights included the Breakfast launch and the "Gear Up Girl" cycling event, the 'Sports for Women' day, an AFL 'Women's Sevens' Day, and a women's pro circuit international tennis tournament.
- Opportunities were provided for women to act in higher level positions and an external career development secondment was approved.
- Lunchtime pilates and exercise classes were arranged as a women's health initiative.
- Provision of a private space for lactation breaks.
- The Authority's policy on the provision of financial assistance for tertiary study was reviewed and amended, recognizing career enhancement opportunities and organisational benefits that flow from tertiary study.
- A number of flexible working arrangements were approved to assist women balance family and work responsibilities, including flexible working hours, part-time work, job sharing, and working from home.
- Continued representation of women on major committees and working groups.
- Provision of work experience opportunities for female students.

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**Waste reduction and purchasing policy**

Sydney Olympic Park Authority's Waste Reduction and Purchasing Plan (WRAPP) sets out how the Authority will reduce waste in four key areas – paper products, office equipment and components, vegetation material, and construction and demolition material – as identified in the NSW Government Sustainability Policy. For further information, see the State of Environment Report within this publication.