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Statutory and financial performance for the year ended 30 June 2009.

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Statutory Returns and Financials

Statutory returns	145
Financials	164

STATUTORY RETURNS

Local Government Act 1993

Section 428 (2) (a) Financial Statements

Our audited Financial Reports for the 2008 – 2009 year are presented on pages 164 to 245.

Section 428 (2) (b) Performance of Principal Activities in Management Plan

Our performance against Principal Activities of the Strategic Community Plan 2008 is presented on pages 64 to 142.

Section 428 (2) (c) Environment Report

The Regional State of Environment Report 2008 – 2009 is published in a separate document and available to view at www.warringah.nsw.gov.au.

Section 428 (2) (d) (i) (ii) (iii) Public Works Report

Warringah Council's public buildings, roads and drainage infrastructure assets include:

- » 243 building structures
- » 26km of sealed regional road pavement
- » 473km of sealed local road pavement
- » 2km of gravel road pavement
- » 875km of kerb and gutter
- » 263km of footpath
- » 24 car parks
- » 53 road and pedestrian bridges
- » 225 bus shelters
- » 310 traffic facilities
- » 440km of stormwater pipes, culverts and channels
- » 15,000 stormwater pits
- » 100 water quality devices
- » 20 stormwater detention basins

(\$million)	Buildings	Roads	Drainage
Estimated cost to bring assets to a satisfactory condition	\$4.975m	\$3.848m	\$4.477m
Estimated annual maintenance expense	\$3.063m	\$6.563m	\$2.079m
Actual maintenance expense	\$2.472m	\$3.436m	\$0.651m

See Special Schedule 7 on page 244

Public Buildings

Warringah Council's public buildings include 243 separate building structures, comprising 273 different functional components (i.e. a building that includes a swimming club and public amenities has 2 functional components within the single building structure).

Our public buildings are used for civic responsibilities and administration, public amenities, childcare, community facilities, libraries, surf clubs, swim clubs, sporting facilities, bushfire brigades and emergency services, rented buildings as well as recycling and waste facilities.

The estimated replacement value of Council's public buildings during 2008 – 2009 was \$213.1 million.

We have developed a ten year program to rectify backlogs and conduct significant capital works to replace, renew and rehabilitate Council's public buildings. We have identified increased funding levels needed for planned maintenance to buildings; and undertaken a Levels of Service Star Rating programme to assess the services that the buildings are providing.

In 2008 – 2009, \$7 million of capital works was spent to improve the standard of Council's buildings. In addition, a maintenance programme was conducted and included activities such as cleaning, repairing vandalism and graffiti, painting, emergency callouts, security, and other minor plumbing, electrical and carpentry repairs. Approximately \$3 million was spent on maintaining Council's buildings to their current standard.

In 2009 – 2010, a further \$12.8 million of capital works projects and \$4.2 million maintenance is included in the Strategic Community Plan to continue to improve the standard of Council's Public Buildings.

The condition of Council's Public Buildings in 2008 – 2009 was:

Excellent	2%
Good	18%
Satisfactory	40%
Fair	35%
Poor	5%

Public Roads

We manage the local public road network and associated infrastructure including paved

footpaths and stormwater drainage. This encompasses 26km of Regional Road, 473km of local roads, traffic facilities, footpaths, car parks, street name signs and associated street furniture.

It does not include roads managed and maintained by the Roads and Traffic Authority namely; Pittwater Road, Warringah Road, Forest Way, Wakehurst Parkway, Condamine Street and Mona Vale Road, Burnt Bridge Creek Deviation, McCarrs Creek Road and Liberator General San Martin Drive. Further, it does not include Crown Roads or other unformed roads not maintained by Council.

A pavement management system is used to manage the condition of the local road network, collecting and analysing data on the road surface, roughness and traffic volumes to determine the most cost-effective maintenance treatment to be applied. Footpaths are inspected for defects monthly, six-monthly and annually depending on their location, and a risk management process is used to prioritise works.

In 2008 – 2009, works on the road network included 133,970 square metres (16.5km) of road surfacing, the replacement 3,822 metres of footpath, the construction of 1,400 metres of new footpath and the construction of one carpark and the resurfacing of 7 carparks.

Condition of Public Roads 2008 – 2009

» Excellent	24%
» Good	34%
» Satisfactory	27%
» Fair	13%
» Poor	2%

Stormwater Drainage

Our extensive drainage network is valued at approximately \$329 million. The stormwater maintenance program includes clearing blockages from pits and pipes, replacement of damaged or failed assets, removal of obstructions from watercourses and channels as well as the cleaning of water quality devices such as gross pollutant traps.

Part of the annual drainage maintenance budget funds inspections of problem pipe networks with closed-circuit television (CCTV) cameras to help prioritise upgrade and renewal programs.

An inspection regime identifies defects in the drainage network and a condition rating is assigned to each drainage asset. A risk management process is used to prioritise future works.

Approximately 4km of CCTV inspections were completed, 135 metres of stormwater drainage replaced including 7 stormwater pits and 15 metres of stormwater pipeline relined.

Condition of Stormwater Drainage 2008 – 2009

» Excellent	12%
» Good	26%
» Satisfactory	60%
» Fair/Poor	1%
» Failed	0%

Section 428 (2) (e) Summary of Legal Proceedings

During 2008 – 2009 the following expenses were incurred in relation to legal proceedings:

Proceedings favourably finalised	\$ 288,247
Discontinued	\$ 41,357
Proceedings not favourably finalised	\$ 47,857
Proceedings not finalised	\$ 227,151

Discontinued

Warringah Council ats Graham
Warringah Council ats Cornerstone Properties (4 matters)
Warringah Council ats Nguyen
Warringah Council ats Saleh
Warringah Council ats Chantal Holdings Pty Limited
Warringah Council ats Schwab
Warringah Council ats Hoy
Warringah Council vs Chen & Ging
Warringah Council vs Grimes
Warringah Council ats Brown

Proceedings favourably Finalised

Warringah Council ats Minnici
Warringah Council ats Pinot
Warringah Council ats Gerace
Warringah Council ats Crossley
Warringah Council ats McKay
Warringah Council ats Favro

Warringah Council ats MV Developments
Warringah Council ats Malas
Warringah Council ats Torada Pty Limited (x2)
Warringah Council ats Manotik & Tadros (x2)
Warringah Council ats Whealy
Warringah Council vs Parsons
Warringah Council vs Ma
Warringah Council vs Actypis
Warringah Council vs Paola
Warringah Council vs Tang & Ung
Warringah Council vs Yu
Warringah Council vs Black & Black
Warringah Council vs Parisone
Warringah Council vs Lindsay
Warringah Council vs Zey
Warringah Council vs Ender
Warringah Council ats United Services Union
Warringah Council ats Page
Warringah Council ats Vescio

Proceedings not favourably finalised.

Warringah Council ats Mete
Warringah Council vs McCabe

Proceedings not Finalised

Warringah Council ats Franks
Warringah Council vs Kahwam
Warringah Council ats Young
Warringah Council vs Fornay
Warringah Council ats Beacon Hill Retirement Pty Limited
Warringah Council ats Barton Securities
Warringah Council ats Mosman Church of England Preparatory School
Warringah Council ats Devin
Warringah Council ats Transport Workers' Union
Warringah Council ats Development and Environmental Professionals' Association

Section 428 (2) (f) Mayor/Councillor Fees & Expenses

Local Government elections were held on 13 September 2008 and the poll was declared on 23 September 2008.

Throughout the 2007 – 2008 financial year and until the Local Government elections on 13 September 2008 Warringah Council was under Administration.

Between October 2008 and June 2009 the Mayor and Councillors fees amounted to \$182,723. This included:

Mayoral fee: \$52,785
Councillors fee: \$129,938

Council's policy on Payment and Reimbursement of Expenses Incurred by, and Provision of Facilities to, the Mayor, Deputy Mayor and Councillors is available at Council's website www.warringah.nsw.gov.au or via Customer Service.

During 2008 – 2009 an amount of \$89,820.02 (not including the Mayoral and Councillors fees referred to above) was incurred by Council under this policy for the provision of facilities and payment of expenses for the Mayor and Councillors. Further details on the reportable expenses can be found on page 153 of this report.

Section 428 (2) (g); Section 339 Senior Staff Contracts

There were four senior staff positions employed under contract by Council between 1 July 2008 and 30 June 2009. These positions were: General Manager, Director Community and Environmental Services, Director Corporate Services, Director Planning and Development Services. All senior staff follow the standard contract formats issued by the Department of Premier and Cabinet – Division of Local Government and are subject to performance agreements. The contract term for the General Manager and Director Community and Environmental Services is five years. The contract term for the Director Corporate Services and Director Planning and Development Services is four years. The total remuneration packages applicable to each senior staff contract are detail on page 154.

STATUTORY RETURNS

Section 428 (2) (h)

Contracts awarded in 2008-2009 for goods or services in excess of \$150,000

Contractors	Good & Services provided	Approximate Value as approved by Council
Panel Of Contractors Bull, Son & Schmidt Clayton Utz Concordia Pacific DLA Phillips Fox HWL Ebsworth Maddocks Matthews Folbigg Moray & Agnew Storey & Gough Tress Cox Lawyers Wellings Lawyers Wilshire Webb Staunton Beattie	Provision of Legal Services	Schedule of rates and services
Armad Constructions (NSW) Pty Ltd	Construct Fire Fighting Equipment Garage and Attached Amenities Building at Terrey Hill	\$1,280,950 (incl.GST) one off
Eco Civil Construction Pty Ltd	South Curl Curl Beach Access Ramp	\$352,253.78 (incl. GST) one off
Equip Group	Leasing of IT Equipment (IT Leasing Tender)	\$ 1,000,000 per year over 3 years
Sydney Civil Pty Ltd	Freshwater Village Revitalisation Works	\$2,275,398 (incl. GST) one off
Panel Of Contractors Kelbon Project Services Pty Ltd Ally Property Services Pty Ltd Performance Concrete Pty Ltd	Concrete Restoration Works (Panel Contract)	\$4,000,000 over 2 years
Bilas Knight Pty Ltd	David Thomas Reserve New Amenities Building	\$512,115 (incl. GST) one off
NSW Civil Construction Pty Ltd	Beach Rd, Collaroy and Alfred Rd, Brookvale Drainage Improvement Works	\$219,523 (incl. GST) one off
S&D Consultants Pty Ltd	Childcare Management System Replacement	\$157,000 over 5 years
Starlight Commercial Pty Ltd	Cleaning Services of Warringah Council's Public Amenities and Barbecue Area	\$170,000 per year over 2 years
Australian Prestressing Services Pty Ltd	Rock Wall Repair Work, Condamine Street, Manly Vale	\$230,000 one off

Contractors	Good & Services provided	Approximate Value as approved by Council
<p>Panel Of Contractors</p> <p>Sydney Construction Group Pty Limited Harnleigh Pty Limited 240 Volt Electrical Contracting Group Pty Ltd Stacey Electrical Pty Limited Chris Lee Electrical Pty Limited</p> <p>Harnleigh Pty Ltd</p> <p>Sudiro Constructions Pty Limited Universal Plumbing Services (NSW) Pty Limited Answer Plumbing Services Pty Limited Cunneen Group Pty Ltd</p> <p>24/7 Seven Building Maintenance Services</p> <p>CD Commercial Projects Pty Limited Rapid Construction Pty Limited Sudiro Constructions Pty Limited Sydney Construction Group Pty Limited Harnleigh Pty Limited</p> <p>Programmed Maintenance Services Limited Ganellen Building Maintenance Pty Limited Urban Maintenance Systems Pty Limited Rapid Construction Pty Limited Harnleigh Pty Limited</p> <p>Rapid Construction Pty Limited</p> <p>Victor Glass Service Pty Limited</p> <p>NTC Industries Pty Limited Greg Collins Sheetmetal Axis Fencing Group Pty Limited</p> <p>Hadolet Pty Ltd (trading as Green Options)</p>	<p>For the Provision of various Trade Services. (Panel Contract)</p> <p>Provision of Electrical Trade maintenance</p> <p>Provision of Plumbing, drainage and gas fitting trade services</p> <p>Provision of General Building Trade Maintenance and Construction</p> <p>Provision of Painting and Decorating trade services</p> <p>Provision of Floor Covering Trade Services</p> <p>Provision of Glazing Trade Services</p> <p>Provision of Steel Fabrication Trade Services</p> <p>Provision of Gardening and Landscape Maintenance</p>	<p>\$4,000,000 per year over 3 years</p>

STATUTORY RETURNS

Contractors	Good & Services provided	Approximate Value as approved by Council
Danalig Pty Limited		
Australian Areas Management and Repair	Provision Of Lawn Mowing General Garden maintenance	
Mow Escape		
Terra Australis Regeneration		
Playspace Playground Pty Ltd	Wet Pour Rubber	
Synthetic Grass and Rubber Surfaces Australia Pty Ltd		
United Resource Management Pty Ltd	Waste and Recycling Collection Services Tender	\$38,387,315 over 5 years
Panel Of Contractors	Civil Infrastructure Works Panel Contract	\$2,000,000 per year over 2 years
Kelbon Project Services Pty Ltd		
Roadworx Civil Pty Ltd		
Performance Concrete Pty Ltd		
Sydney Civil Pty Ltd		
NSW Civil Constructions Pty Ltd		
North Shore Paving Co Pty Ltd		
Fleetwood Engineering P/L	Collaroy Coastal Stairs Project	\$152,520 (incl. GST) one off
Court Craft Australia Pty Ltd	Provision of Netball Facilities, John Fisher Park	\$944,499 (plus \$188,899 variation) one off
Virtunet Pty Ltd	Supply and Installation of UPS and Power Generator	\$255,410 (incl. GST) one off
Statewide Civil Pty Ltd	Weldon Oval Rectification Project	\$1,011,077 (incl. GST) one off
Silver Raven Pty Ltd	Dee Why Rock Pool Rehabilitation	\$199,000 (with additional \$30,000 for contingency) one off
Integrity Security Pty Ltd	Locksmith Services	\$280,000 one off

**Section 428 (2) (i)
Bushfire Hazard Reduction**

Warringah Council is a member of the Warringah Pittwater District Bush Fire Management Committee with a hazard reduction program involving hazard burns and manual fuel reduction works. The Committee also coordinates the Bush Fire Risk Management Plan for the district. During 2008 – 2009 eight hazard reduction burns took place in Warringah, resulting in over 32.7 hectares burnt.

**Section 428 (2) (j)
Multicultural Services Activities**

As a Council, we are responsible for exercising our functions “in a manner that is consistent with and actively promotes the principles of multiculturalism” (Local Government Act 1993). In 2008 – 2009 we undertook a number of initiatives to assist with or promote multicultural issues in the area.

We continued to work with Tongan and Chinese communities to determine information needs and to develop strategies within Community and Safety Services on how to best communicate with each community. In relation to the Tongan Community, filtering information through church leaders was seen as an effective way to connect. Key findings relating to the Chinese community included a preference to receive information in their own language and have their questions answered by a representative from their own community. At a practice forum in February for Families NSW, Council presented the findings to a group of children and youth services practitioners.

Dee Why Children’s Centre provided ongoing support to the NSW Public Schools, “Schools as Community Centres” initiative by continuing to provide a program to assist children from multicultural backgrounds transition to school. This year, children from the Tongan community were targeted and invited to engage in a program at the centre to prepare them for their first year at primary school.

At the beginning of the 2009 school year, we worked with the NSW Council for Pacific Communities and Cromer High School to establish an after school homework group for students from Pacific Islander backgrounds.

The group was formed after it was identified that there was a need to increase Pacific Islander students’ engagement with learning and provide personalised support to help break the cycle of underachievement. Each week, a representative from our Youth Services team attends the study session and provides support and information on key youth services in the area. The Youth Services team also facilitates a recreational activity for the group to celebrate the end of each school term and to provide an incentive for the students to continue attending the program.

We celebrated multiculturalism in the Warringah community through events such as our annual Guringai Festival, which is held each year to raise awareness about Aboriginal and Torres Strait Islander people living in the northern Sydney region. This year, activities explored the story of creation and dreaming. We also celebrated the anniversary of the Apology to Australian Indigenous people with a special event where we launched our Reconciliation Action Plan. The Plan aims to enhance our services, ceremonial and employment practices to enable greater participation of local Aboriginal and Torres Strait Islander people in Warringah.

Each year we celebrate the International Day of Peace with a ceremony at Oxford Falls Peace Park. In 2008 an Indigenous choir and a Pacific Islander dance group performed at the ceremony and Japanese origami demonstrations took place throughout the day. We also regularly welcome new citizens into our community through our monthly citizenship ceremonies. During the 2008 – 2009 financial year, we welcomed 676 new citizens from 71 different countries.

**Section 428 (2) (k)
Council Works on Private Land**

Nil

STATUTORY RETURNS

Section 428 (2) (I) Grants and Donations

2008 - 2009 Grants and Donations Recipients	Amount		Amount
Angicare North Manly Day Care Centre	\$100	Manly Warringah Credit Union	\$28,275
Beacon Hill Rural Fire Service	\$800	Manly Warringah Pittwater Community Aid Service Inc	\$2,000
Co.As.It (Dee Why Italian Seniors Support Group)	\$1,950	Manly Warringah Pittwater Community Transport	\$3,000
Collaroy Surf Life Saving Club	\$5,263	Narrabeen Surf Life Saving Club	\$5,263
Computer Pals for Seniors Northern Beaches Inc	\$500	North Curl Curl Surf Life Saving Club	\$5,263
Cottage Point Rural Fire Service	\$3,350	North Narrabeen Surf Life Saving Club	\$5,263
Cubby House Toy Library	\$1,400	Northern Beaches Chorus	\$500
Davidson Rural Fire Service	\$1,200	Northern Beaches Community Services (Northside Connect)	\$50,400
Dee Why RSL Club Ltd	\$1,472	Northern Beaches Community Services Ltd	\$850
Dee Why School for Seniors Inc.	\$100	Northern Beaches Creative Leisure & Learning - Artability	\$1,200
Dee Why Senior Citizens Club Inc.	\$100	Northern Beaches Eisteddfod 2008	\$2,000
Dee Why Surf Life Saving Club	\$5,263	Northern Beaches Food Services	\$6,200
Disabled Surfers Association Of Aust Inc	\$1,500	Northern Beaches Lone Parent Family Support Service	\$500
Duffys Forest Rural Fire Service	\$350	Northern Beaches Multiple Birth Club	\$500
Eurofest Cultural & Sporting Association Inc.	\$2,000	Peninsula Senior Citizens Toy Repair Group	\$1,350
Fams Theatre Company	\$500	Rotary Club of Belrose	\$1,500
Forest & Terrey Hills Seniors Club Inc	\$2,550	Rotary Club of Liverpool	\$50
Forest Computer Pals for Seniors	\$800	Sailability NSW Inc (Manly Branch)	\$750
Forestville Rugby Club	\$200	South Curl Curl Surf Life Saving Club	\$5,263
Freshwater Festival Inc	\$2,000	South Narrabeen Surf Life Saving Club	\$7,263
Freshwater Surf Life Saving Club	\$5,263	St John Ambulance Australia (NSW)	\$700
Harbord Diggers Day Care Club	\$100	St Vincent De Paul Society Northern Beaches	\$1,450
Ingleside Rural Fire Service	\$1,800	St Vincent De Paul Society Youth Reach	\$750
Kaddy Transport	\$900	Street Work Northern Beaches	\$1,800
Learning Links	\$1,500	Sunnyfield Independence	\$4,000
Lifeline Northern Beaches	\$1,500	Susan Moylan-Coombes	\$2,000
Lifestart Cooperative Ltd (Northern Beaches)	\$1,000	Sydney Coastal Councils Group Inc.	\$19,780
Lions Club Frenchs Forest	\$1,500	Sydney Northern Beaches Surf Life Saving	\$11,053
Literacy Network Manly Warringah Inc	\$2,150	Terrey Hills Community Library	\$16,500
Long Reef Surf Life Saving Club	\$5,263	The Book Lovers Warringah Inc.	\$1,000
Mackeral Beach Rural Fire Service	\$800	The Burdekin Youth Housing Association	\$12,300
Manly Vale Community Kindergarten	\$370	The Link Church Inc.	\$3,500
Manly Warringah & Pittwater Historical Society Inc	\$250	Tibetan Community of Australia (NSW) Inc	\$2,000
Manly Warringah Avicultural Society Inc	\$400	Tough Love (NSW) Inc - Davidson Group	\$2,000
Manly Warringah Choir Inc	\$2,000	Victorian Bushfire Appeal	\$20,000
Manly Warringah Community Aid	\$3,800	Visually Impaired Persons Group (VIPS)	\$100
		Warringah Art Exhibition 2008	\$4,100
		Total	\$290,417

Section 428 (2) (m) Human Resources Activities

The Human Resources team supports all staff in achieving efficient and effective business outcomes for our ratepayers and residents. Warringah Council provides more than 600 jobs in the local community, with over 75% of the workforce living on the northern beaches. During 2008 – 2009, Human Resources (HR) provided recruitment support for more than 180 vacancies/placements for permanent full-time, permanent part-time, temporary, casual and contract positions. This included selection committee support when required, as well as appointment and induction of successful applicants. HR commenced looking at e-recruitment options during the period and this will be explored in detail during the next year. Staff turnover (excluding casual and temporary employees) for 2008 – 2009 was 11.8% (approximately 30% less than for the previous year).

During 2008 – 2009, the computerised HR information system was enhanced with the implementation of an employee self-serve facility ("Kiosk") that allows staff on-line access to their own personnel information (including pay and leave details, personal information, training records).

A significant focus for learning and development activities during the period related to OH&S, compliance, IT systems and soft skills; with 324 training sessions conducted for 2,797 staff attendances. Leadership conferences continued for the Senior and Executive Management Team and Team Leaders, resulting in strengthened peer relationships and improved internal communication and cooperation. A leadership development program was introduced to assist managers in delivering on seven key areas of the business aligned with business excellence; including change management, project management, performance management, communication skills, time management, problem solving and negotiation skills. The program allowed for a joint learning experience, and consistent training and coaching to managers.

The corporate induction process was also reviewed to align with Business Excellence, and is built around Council's core values and behaviours. It is designed to have a greater

impact at introducing new starters to the structure and culture of our organisation.

Council's wellness program entered its second year of implementation. The program aims to provide a working environment that promotes and supports the wellbeing of staff, and to encourage staff into regular activity that improves their overall fitness. Staff participation in wellness activities improved significantly during the period, coupled with a reduction in sick leave utilisation.

Council's occupational health and safety systems were further reviewed to ensure practices and procedures complied with WorkCover self insurance requirements. During the period, WorkCover NSW conducted a Case Management audit which confirmed significant improvements in Council's workers compensation processes. This successful audit assists Council in retaining its self insurer's licence. Statistical safety data for the period, including lost time frequency and duration rates, was the best result Council had achieved over the 17 year recorded period. Significant improvements were also made to Council's existing corrective actions database avoiding a \$30,000 budgeted cost for replacement of the system.

Section 428 (2) (n) Equal Employment Opportunities (EEO) Activities

Council's Equal Employment Opportunity (EEO) Management Plan aims to ensure fair outcomes in all areas of employment including recruitment, learning and development, performance management, equal access to information about Council policies, procedures and practices; supervision and management of staff; and conditions of employment. It assists in redressing past disadvantages by improving employment outcomes for EEO group members - women, Aboriginal people and Torres Strait Islanders, people whose first language was not English, and people with a disability.

The plan was revised during 2008-2009 to ensure consistency with Council's corporate direction and now incorporates a cultural awareness training requirement and EEO considerations contained within Council's Reconciliation Action Plan.

Principal policy areas reviewed during the period included employment conditions and

the wellness program, and since EEO policy and practice is subject to ongoing monitoring, management includes EEO as a regular agenda item at team meetings.

In keeping with EEO plan requirements that procedures for dealing with grievances and investigating complaints of harassment and discrimination are established and promoted, information about Council's EEO policy and grievance procedure is provided to all new employees at the corporate induction. In addition, refresher courses (including Code of Conduct) are offered to staff every two years, and Human Resources staff are available to provide advice on grievance resolution at any time.

There was a continuing emphasis in providing traineeship opportunities during 2008-2009, and up to 14 trainee positions were in place during the year.

A review of position description templates was also conducted during the period to ensure parity between positions of similar level, including responsibility for equity and related issues. Responsibility for EEO is also included in performance review criteria.

Section 428 (2) (o) External Bodies with Council Delegated Authority

Warringah Development Assessment Panel independently determines major development applications.

Section 428 (2) (p) Council Controlled Companies

Nil

Section 428 (2) (q) Partnerships, Cooperatives and Joint Ventures

Kimbriki Recycling and Waste Disposal Centre

Warringah Council was a party to an unincorporated joint venture with Manly, Mosman and Pittwater Councils in respect of the management and disposal of rubbish and recycling of waste materials at the Kimbriki Recycling Waste and Disposal Centre. Each council's interests in the assets and liabilities of this joint venture was dependent on the usage by the co-venturers and, as at 30 June 2009, Warringah's interest in the assets and liabilities of the Kimbriki business was 47.35%.

STATUTORY RETURNS

Similarly, each council's share of the surplus is dependent on the usage. Warringah's share was 49.92%.

Following the necessary authorisations pursuant to sections 358 and 625 of the Local Government Act, Warringah Council, Pittwater Council, Manly Council and Mosman Council established a company known as Kimbriki Environmental Enterprises Pty Limited to operate a recycling and waste disposal centre at Kimbriki Road, Terrey Hills. The 4 councils are shareholders in the company and Warringah Council is the majority shareholder, holding 51% of shares. The company commenced operation on 1 July 2009.

Warringah Pittwater Rural Fire Committee

Warringah Council has a 50% interest in the assets and liabilities of a joint venture project with Pittwater Council for the provision, control and management of bush fires. The joint venture will continue on a year-to-year basis until dissolved in accordance with the terms of the deed of agreement. Both councils have signed a Service Level Agreement with the Commissioner of the NSW Rural Fire Services to cover the provision of these services.

Warringah Pittwater State Emergency Service

Warringah Council has a two-thirds interest in the assets and liabilities of the Joint State Emergency Service for Warringah-Pittwater.

Shore Regional Organisation of Council's (SHOROC)

Warringah Council is an equal member of SHOROC along with Manly, Mosman and Pittwater Councils. The SHOROC group develops and delivers regional strategies and initiatives of benefit to the member councils.

Local Government (General) Regulation 2005

Clause 132 Rates and charges written off 2008 - 2009

Written off 2008 - 2009	\$
Rates abandoned (postponed)	6,679
Interest abandoned (postponed)	2,921
Interest abandoned (other)	4,760
Mandatory pension rebate	1,865,323
Mandatory pension rebate (waste)	289,937
Voluntary pension rebate (rates)	106,254
Voluntary pension rebate (waste)	140,231
Total	2,416,105

Clause 217 (1) (a)

Overseas Visits by Councillors or Council staff 2008 - 2009

Nil

Clause 217 (1) (a1)

Councillor facilities and expenses

Facilities and Expenses	\$
Dedicated office equipment to Councillors (including computers)	24,935.70
Communication charges (including phone calls, facsimile and internet) by Councillors	23,310.54
Seminars and Conferences attended by Councillors	29,436.68
Councillor training and skills development	11,788.00
Interstate travel by Councillors	Nil
Overseas visits by Councillors	Nil
Expenses of spouse, partner or person accompanying a Councillor	Nil
Provision of care for a child or family member of a Councillor	349.10
Total	89,820.02

Clause 217 (1) (b)**Senior Staff Salaries**

Between 1 July 2008 and 30 June 2009 the following senior staff salaries were paid:

Senior Staff Packages	General Manager	Director of Corporate Services	Director Planning & Development Services	Director Community & Environmental Services
Number of Incumbents	1	2	1	2
Salary	\$289,043.53	\$180,264.48	\$192,379.23	\$201,523.90
Bonus Payments	\$ -	\$ -	\$ -	\$ -
Superannuation	\$13,692.12	\$24,477.32	\$22,610.06	\$13,249.60
FBT - Motor Vehicle	\$9,273.04	\$5,777.44	\$4,964.59	\$11,249.98
Non Cash Benefits - Motor Vehicle	\$99.96	\$ -	\$2,758.76	\$ -
Gross Salary Package Total	\$312,108.65	\$ 210,519.24	\$222,712.64	\$226,023.48

Totals	\$
Cash Salary Totals:	863,211.14
Bonus payments:	-
Superannuation totals:	74,029.10
FBT - Motor Vehicle: Totals:	31,265.06
Non Cash Benefits: Totals:	2,858.72
Gross Salary Totals:	971,364.01

Clause 217 (1) (c)**Children's Services Activities**

A range of childcare is provided for families that live or work in the local government area. Approximately 1,000 children accessed our Long Day Care, Family Day Care and Mobile Occasional Care services during the financial year.

In addition to this role as a provider of childcare, the Children and Family Services Strategy identifies Council's role in supporting the expansion of children and family services in the local government area, promoting equity, improving access to information and encouraging greater service integration.

In 2008 – 2009 a number of initiatives were undertaken in response to these strategies, namely:

- Ongoing monitoring of services to identify gaps in service provision through a twice yearly phone survey to the childcare services in the area to map vacancies and inclusion activities

- Reviewing Council's Children's Services
- Developing a program to assist children from culturally and linguistically diverse backgrounds transition to school and;
- Undertaking a project that raised staff awareness of Indigenous culture and sensitivities.

Other Children's Service Activities undertaken during 2008 – 2009 are listed on pages 93 to 98.

Clause 217 (1) (d) (i)**Access and Equity Activities**

Our strategies, policies and operations generally must not conflict with an overriding objective to achieve access and equity in the community. Services and facilities are to be available to all residents, regardless of ethnicity, culture, age, gender, sexual preference, disability or economic background. We are

committed to the promotion of social justice principles. These principles are embodied in strategic documents like the Strategic Community Plan and are integrated into everyday operations.

We continued to provide people from marginalised groups with the opportunity to access one of our Children and Youth services through the implementation of our Priority of Access program. Priority family groups include Aboriginal and Torres Strait Islanders; culturally and linguistically diverse families; families with children with additional support needs; vulnerable, socially isolated and lower income families; and single parents. During 2008 - 2009 there was a significant increase in the number of placements allocated under this program.

A new event model based on the principles of access and equity was introduced during 2008 - 2009. We are now more proactive in catering for the differing needs and abilities of families within our community when organising a community event. Theatrical performances, story telling at libraries and interactive activities for children and families were integral parts of festivals that took place during the year. The variety of activities offered, many free of charge, provided local families with the opportunity to participate when they may not otherwise have been able to in the current economic climate.

We continued to foster our close partnerships with Dalwood Spilstead Centre, which supports vulnerable families in our community, and with Dee Why Public School's Schools as Community Centres Project (SaCCs), which offers a range of activities, including assistance to children to make a successful transition to school.

We also worked with MigrantLink, collaborating on a project to develop more effective delivery of information on local family services to Chinese and Tongan communities in Warringah. The aim of project is to promote greater access and equity to community services (see Multicultural Activities page 150).

International Day of People with a Disability was celebrated with an event showcasing local disabled performers and a Discobility Dance Party. Several other Discobility Dance Party events were held throughout the year to

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cater for youth with special needs. Through a partnership with the Northern Beaches Interchange we also helped establish a forum to allow for greater communication between service providers and a coordinated and improved approach to service provision for people with a disability under the age of five, their carers and families.

In conjunction with other regional councils we distributed over 40,000 Seniors and Care Guides throughout the region. The publication provides information to seniors relevant to the local community on topics such as home support, health services, leisure and financial and legal services. It has proven to be a valuable resource for addressing the information needs of seniors within our community.

Clause 217 (1) (d) (ii)

Category 1 Business Activities

A corporatisation model must be applied to businesses with annual gross operating income of more than \$2 million – known as Category 1 business activities. This involves the establishment of separate reporting frameworks for accounting and management purposes. Businesses with annual gross operating incomes of less than \$ 2 million will be subject to full cost attribution as far as possible.

In 2008 – 2009 Warringah Council Category 1 Businesses were:

- Children's Services (Childcare)
- Kimbriki Recycling and Waste Centre
- Glen Street Theatre

Clause 217 (1) (d) (iii)

Category 2 Business Activities

In 2008 – 2009 Council had one Category 2 Businesses namely Construction Certification, an activity of the Planning and Development Services.

Clause 217 (1) (d) (iv)

Category 1 Business Activities – statement of expenses, revenues, assets

See Special Purpose Financial Reports on page 232.

Clause 217 (1) (d) (v)

Implementing principles of competitive neutrality

Warringah Council's Pricing Policy adopts the pricing basis given in the NSW Department of Local Government Competitive Neutrality Guidelines of 1997.

Clause 217 (1) (d) (vi)

Application of competitive neutrality pricing requirements to Category 1 Businesses

Special Purpose Financial Reports in accordance with the NSW Government policy statement 'Application of National Competition Policy to Local Government' has been prepared for Warringah Council's Category 1 Businesses. An unqualified audit opinion was received in respect of the reports and lodged with the NSW Department of Local Government.

Clause 217 (1) (d) (vii)

Competitive neutrality complaints mechanism

Complaints regarding competitive neutrality are managed by the General Manager and the Director of Corporate Services in accordance with Council's Policy for Handling of Competitive Neutrality Complaints.

Clause 217 (1) (d) (viii)

Performance of Category 1 Businesses

Business Activity	Key performance targets	Key results
Children's Services	Meet annual revenue budget of \$4.091 million.	Achieved annual revenue of \$4.437 million.
Kimbiki Waste and Recycling Centre	Meet annual revenue budget of \$13.591 million.	Achieved annual revenue of \$13.856 million.
Glen St Theatre	Meet annual revenue budget of \$2.489 million.	Achieved annual revenue of \$3.271 million.

Clause 217 (1) (d) (ix)**Summary of Competitive Neutrality Complaints**

Nil

Clause 217 (1) (e)**Environmental Stormwater Special Rate Variation**

The Environmental Stormwater Special Rate (ESSR) Levy commenced in 1996 and is funded by 6.9% of the ordinary rate. The ESSR Levy funds water quality improvement works, coastal protection and enhancement, improved floodplain management, the protection and restoration of important bushland areas and ancillary projects that

support the community in maintaining Warringah's unique natural environment. Following is a report on expenditure from the program during 2008 – 2009. The delivery of a range of projects was delayed and/or deferred into the future financial years due to the review of the Natural Environment Service during the year and staff vacancies.

Capital Works	Original ESSR budget 2008/09	Actual ESSR expenditure	Total budget 2008/09	Total expenditure 2008/09	Reason for variation
Fielding St, Collaroy - Stormwater upgrade: upgrade of under capacity pipeline (design only)	\$40,000	\$0	\$40,000	\$0	Deferred to future years.
Garie Place, Frenchs Forest - Stormwater upgrade	\$150,000	\$0	\$158,051	\$0	Deferred to 2009 - 2010.
Carrington Parade, South Curl Curl - Stormwater upgrade	\$70,000	\$0	\$70,000	\$0	Deferred to future years.
Emergency Stormwater Repairs	\$150,000	\$75,000	\$150,000	\$75,000	This is a reactive program which manages critical issues as they arise. This budget was revised down throughout the year due to fewer issues arising.
Beach Road, Collaroy- Replace failed pipeline	\$128,204	\$131,280	\$128,204	\$131,280	
Ryan Place, Beacon Hill - Upgrade of existing under capacity stormwater network	\$300,000	\$10,000	\$300,000	\$10,000	The project was delayed by contractual negotiations with Council's consultant. Construction is scheduled for late 2009 - 2010.
Dee Why CBD - Stage 1 Design	\$100,000	\$39,248	\$100,000	\$59,632	Design and tender activities are estimated to take two years to complete and will extend into 2009 - 2010.
Dee Why CBD - Stage 2A Construction	\$1,445,000	\$0	\$1,445,000	\$0	Deferred - due for completion 2010 – 2011.
Total	\$2,383,204	\$255,528	\$2,391,255	\$275,912	

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Operational actions	Original ESSR budget 2008/09	Actual ESSR expenditure	Total budget 2008/09	Total expenditure 2008/09	Reason for variation
Catchment Management Program	\$2,030,361	\$1,008,070	\$2,552,274	\$1,077,805	Project prioritisation review and extensive restructure of the Natural Environment Service. Additional grant funding was also received for a number of projects including Narrabeen Lagoon Entrance Clearance for \$394,000 which resulted in an increased overall total budget.
Construction and Maintenance Program	\$732,500	\$575,833	\$732,500	\$575,833	Less Gross Pollutant Trap cleaning required
Bushland Program	\$1,300,000	\$1,264,695	\$1,524,718	\$1,479,279	Additional grant funding received from Rural Fire Service for Bushfire hazard reduction works
Environmental Education Program	\$131,418	\$83,540	\$131,418	\$83,540	Staff vacancies
ESSR Education	\$26,727	\$23,895	\$68,240	\$54,713	Staff vacancies
Stoney Range	\$10,000	\$10,000	\$37,936	\$27,722	
Total	\$4,231,006	\$2,966,033	\$5,047,086	\$3,298,892	

Clause 217 I (f)**Companion Animals Act and Regulation****Lodgement of pound data collection returns with the department**

The data collection returns were lodged with the Department of Local Government by the due date 30 September 2009. A total of 319 animals were transferred to Council's pound facility in 2008 - 2009 of these 290 were released back to their owners.

Reporting Dog Attacks to the Department

This occurs within 72 hours of the attack being reported to Council. 13 dog attacks were reported to the Department of Local Government during 2008 - 2009.

Expenditure on companion animal management and activities

Some \$95,553 was spent on the management of companion animals and related activities.

The funds were dispersed as follows.

Employment related costs	\$65,000
Pound Fees	\$9,070
Advertising/promotion	\$7,131
Materials/consumables	\$13,769
Other	\$583
Total	\$95,553

The Department of Local Government contributed \$50,541 towards these costs.

Companion animal community education programs carried out

Companion animal community education was addressed in a number of ways during 2008 - 2009 as follows:

- The pets section of Council's website was regularly updated to allow for easy access to pertinent information on responsible pet ownership in the area.
- A brochure was produced titled "Owning a Dog in Warringah" and was distributed to all local veterinarians, pet shops and dog grooming salons in the Local Government Area. Council rangers have been provided with copies of the brochure to hand out to the general public and copies are also available at Customer Service.
- The annual Dogs Big Day Out was held in October 2008. A variety of stallholders

participated on the day including veterinarians and animal welfare groups who were available to supply pertinent information to dog owners attending the event.

Strategies Council has in place to promote and assist in the desexing of dogs and cats

Council promotes the desexing of dogs and cats through its educational activities including the promotion of desexing in council publications.

Strategies to seek alternatives to euthanasia for unclaimed animals

Council has a no kill policy at its pound and has an arrangement with the Animal Welfare League where any unclaimed dogs and cats that are suitable for re-homing (ie not dangerous) are sent there to be adopted.

Off leash areas provided in the council area

Currently six unleashed areas are provided with an additional two areas available during restricted hours. A review of unleashed exercise areas will be conducted by the end of 2009.

Freedom of Information ACT 1989

Warringah Council received two Freedom of Information requests during 2008 - 2009. The information was supplied with requests relating to:

- A claim relating to property damage in Belrose
- Staffing within Council's Marketing and Communications Service

Privacy and Personal Information Protection Act

Warringah Council continues to comply with the requirements of the Privacy and Personal Information Protection Act through clause 10.12 of our Code of Conduct which directs staff to comply with the following when dealing with personal information:

- the Privacy and Personal Information Protection Act 1998,
- the Health Records and Information Privacy Act 2002,
- the Information Protection Principles and Health Privacy Principles,

- Council's privacy management plan,
- the Privacy Code of Practice for Local Government

In addition, all staff employed by Council are required to attend compulsory Code of Conduct training upon induction and must attend a refresher course every two years. This training reiterates the importance of privacy and personal information in the workplace.

Council's Access to Information Policy and guidelines also refer to privacy legislation in respect to access to Council information and documentation.

During 2008 - 2009 there were no reviews conducted by or on behalf of Council under Part 5 of the Act.

Environmental Planning and Assessment Act 1979

Warringah Council entered into one Voluntary Planning Agreement in 2008 - 2009 with Multiplex Dee Why Pty Limited in relation to a proposal for works within the Dee Why town centre.

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Infrastructure Levy special rate variation

The Infrastructure Levy commenced in 2006 – 2007 and is funded from 6.5% of the ordinary rate. The Infrastructure Levy funds renewal works on infrastructure that is in poor condition or has reached the end of its life cycle. Following is a report on the expenditure from the program during 2008 – 2009.

Capital Works	Original Infrastructure Levy budget 2008/09	Actual Levy expenditure	Total budget 2008/09	Total expenditure 2008/09	Reason for variation
Pit and Pipe upgrades / replacements (various locations)	\$60,000	\$21,406	\$60,000	\$21,406	This is a reactive program which manages critical issues as they arise.
Dee Why CBD - Stage 2A Construction	\$200,000	\$0	\$200,000	\$0	Deferred - due for completion 2010 - 2011
Works program from Hazardous Materials Audit Stage 1 (critical buildings)	\$200,000	\$100,000	\$200,000	\$100,000	All works were completed under budget at the identified locations.
Earth Leakage and RCD's Circuit Breakers for Buildings that do not have them in the Distribution Boards	\$100,000	\$98,953	\$100,000	\$98,593	
Fire / POPE Works Program Stage 2	\$700,000	\$700,000	\$820,578	\$813,880	
Minor Renewal works	\$60,000	\$60,000	N/A	\$66,380	
Narrabeen Children's Centre - new internal carpet	\$10,000	\$10,909	N/A	\$10,909	
Narrabeen Children's Centre - upgrade of landscaping and review lifecycle of softfall	\$50,000	\$50,765	N/A	\$50,765	
Narrabeen Children's Centre - new replacement glass in 3-5's room	\$7,000	\$0	N/A	\$0	The window and glass was found to be in good condition.
Narrabeen Children's Centre - replacement / redesign of layout of external fencing	\$10,000	\$12,630	N/A	\$12,630	
Minor Renewal works	\$60,000	\$60,000	N/A	\$59,600	
Lionel Watts Combined Sporting Club – installation of sliding louvre panels	\$100,000	\$96,200	N/A	\$95,971	

Collaroy Plateau Community Kindergarten - Asbestos Remediation of roof / eaves and internal walls as part of proposed additions and alterations to be undertaken by the kindergarten	\$100,000	\$96,570	N/A	\$96,583	
Beacon Hill War Memorial Community Centre - stage I investigate integrity of concrete columns	\$10,000	\$5,800	N/A	\$5,800	The investigations were completed under budget.
Beacon Hill War Memorial Community Centre - investigation of roof and roof drainage condition	\$5,000	\$5,500	N/A	\$5,500	
Harbord Early Childhood Health Centre - stage I Assessment Report	\$10,000	\$700	N/A	\$700	Awning was found to be in a sound condition.
Resheeting roads	\$1,000,000	\$996,522	\$3,023,691	\$2,944,645	
Path renewal	\$312,210	\$249,210	\$450,000	\$418,136	
Freshwater Village Town Centre upgrade	\$662,000	\$593,223	\$2,624,411	\$1,593,223	This project was programmed for construction over two years. The balance of Infrastructure Levy was re-phased for expenditure in 2009 – 2010.
Playground Improvement Program (Yearly) year 3	\$250,000	\$250,000	\$605,531	\$611,966	
Dee Why Library - Construct garden and widen footpath underneath the reinforced concrete air scoop to reduce OH&S hazard	\$20,000	\$20,000	N/A	\$20,270	
Warringah Mall Library Security Upgrade to front entrance book scanning area	\$50,000	\$49,228	N/A	\$49,228	
Total	\$3,976,210	\$3,477,616	\$8,084,211	\$7,076,185	

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Sportsfield rectification special rate variation

The Sportsfield Rectification Levy commenced in 1998 – 1999 and is funded from 2% of the ordinary rate. The Sportsfield Rectification Levy funds the rectification of differential settlement and subsidence on the sportsgrounds and playing fields constructed on former landfill sites. Following is a report on expenditure from the program during 2008 – 2009.

Sportsfield Rectification Levy Special Rate Variation					
Capital Works	Original Sportsfield Rectification Levy budget 2008/09	Actual Levy expenditure	Total budget 2008/09	Total expenditure 2008/09	Reason for variation
Weldon Oval, South Curl Curl	\$1,750,000	\$65,789	\$1,750,000	\$65,789	The development consent for the works required a contaminated Land Site Auditor. The Auditor requested further testing ie gas monitoring, ground water testing and analysis of soil. This testing is still ongoing and needs to be completed before Auditor can sign off on a validation plan.
John Fisher Park DA plus rectification works – design	\$100,000	\$100,000	\$100,000	\$101,286	
Minor rectification of Sportsfields - rectification sites	\$100,000	\$100,000	\$100,000	\$100,003	
Total	\$1,950,000	\$265,789	\$1,950,000	\$267,078	

