



Statutory Returns

Statutory Returns

Local Government Act 1993

Section 428 (2) (a) Financial Statements

Our audited financial reports for the 2007/2008 year are presented in the Appendix starting on page 57.

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

Our performance against Principal Activities of the 2007/2008 2007/2010 is presented on pages 22-42.

Section 428 (2) (c) Environment Report

The State of the Environment Report 2007/2008 is published as a separate document available to view at www.warringah.nsw.gov.au. For a summary of our environmental management activities see pages 28-30.

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

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

- › 287 public buildings
- › 26 km of sealed regional road pavement
- › 473 km of sealed local road pavement
- › 2 km of gravel road pavement
- › 875 km of kerb and gutter
- › 263 km of footpath
- › 24 car parks
- › 53 road and pedestrian bridges
- › 15,000 stormwater pits
- › 124 bus shelters
- › 310 traffic facilities
- › 440 km of stormwater pipes, culverts and channels
- › 100 gross pollutant traps
- › 20 stormwater detention basins

(\$million)	Buildings	Roads	Drainage
Estimated cost to bring assets to a satisfactory condition	\$4.83	\$3.84	\$4.35
Estimated annual maintenance expense	\$2.97	\$6.88	\$2.02
Actual maintenance expense	\$2.4	\$2.5	\$0.6

See Special Schedule 7 on page 133 of Appendix.

Public Buildings

Our public buildings are used for civic responsibilities and administration, childcare, community facilities, libraries, surf clubs, sporting facilities, rented buildings as well as recycling and waste facilities. During the year, we re-valued our building assets in accordance with the "Fair Value" approach required by the Department of Local Government. The estimated replacement value of public buildings during 2007/2008 was \$203.8 million. We have developed a ten year program to rectify backlog, conduct replacement and rehabilitation work and to identify increased funding levels needed for planned maintenance to buildings. Maintenance of public buildings includes activities such as cleaning, repairing vandalism and graffiti, painting, emergency callouts, security, and other minor plumbing, electrical and carpentry repairs.

Condition of Public Buildings 2007/2008

- › Good 6%
- › Satisfactory 42%
- › Fair 45%
- › Poor 7%

Public Roads

We manage the local public road network and associated infrastructure including paved footpaths and stormwater drainage. This encompasses 26 kilometres of Regional Road, 475 kilometres 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.

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 2007/2008, works on the road network included 165,000 square metres (20.5 kilometres) of road surfacing, the replacement 2,651 metres of footpath, the construction of 2,637 metres of new footpath and the construction of one carpark.

Condition of Public Roads 2007/2008

- › Excellent 19%
- › Good 38%
- › Satisfactory 28%
- › Fair 13%
- › Poor 2%

Stormwater Drainage

Our extensive drainage network is valued at approximately \$328.9 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 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 five kilometres of CCTV inspections were completed, 225 metres of stormwater drainage replaced and 100 metres of stormwater pipeline relined.

Condition of Stormwater Drainage 2007/2008

- › Excellent 10%
- › Good 25%
- › Satisfactory 63.6%
- › Fair/Poor 1.4%

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

During 2007/2008 the following expenses were incurred in relation to legal proceedings:

Outcome	Cost
Proceedings favourably finalised	\$417,250
Discontinued	\$40,405
Proceedings not favourably finalised	\$359,567
Proceedings not finalised	\$65,816
Total	\$883,038

Proceedings favourably finalised

Warringah Council vs Kahzi and Goni
 Warringah Council vs Wardle
 Warringah Council vs Pietra
 Warringah Council ats KandS Freighters
 Warringah Council ats Casazza
 Warringah Council ats D and G Nay Pty Ltd
 Warringah Council ats Dee Why Developments
 Warringah Council ats Gerace
 Warringah Council ats Adams
 Warringah Council vs Adams
 Warringah Council ats Architrade
 Warringah Council ats Berezov
 Warringah Council ats Core Sites Pty Ltd
 Warringah Council ats Camden Close
 Warringah Council ats Homemakers Supacenta
 Warringah Council ats Maybrook
 Warringah Council ats Modog Pty Limited
 Warringah Council ats P Mouwad Constructions

Warringah Council ats Pacific Cove Investments
 Warringah Council ats Stonebridge
 Warringah Council ats Toursounoglou
 Warringah Council ats Vigor Master
 Warringah Council vs Adams
 Warringah Council vs Blake
 Warringah Council vs Bond
 Warringah Council vs Boom
 Warringah Council vs Figgis
 Warringah Council vs PN Associates
 Warringah Council vs Taylor
 Warringah Council vs Wolfe

Discontinued

Warringah Council ats Monk
 Warringah Council ats Pressley
 Warringah Council vs Bloom
 Warringah Council vs Hobson
 Warringah Council vs Lenggell
 Warringah Council vs Menano-Pires
 Warringah Council vs Sodove
 Warringah Council vs Westall

Proceedings not favourably finalised

Warringah Council vs Severino and Koch
 Warringah Council ats Prestige Property Holdings Pty Ltd
 Warringah Council ats Dogild
 Warringah Council ats Fairless

Proceedings not finalised

Warringah Council ats Crossley
 Warringah Council ats Gerace
 Warringah Council ats McKay
 Warringah Council ats Mete
 Warringah Council ats Pinot
 Warringah Council vs Bowen and Gerathy
 Warringah Council vs Franks (4 matters)
 Warringah Council vs Kahwam
 Warringah Council vs Young
 Warringah Council vs Zey

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

Between 1 July 2007 and 30 June 2008 the Mayor and Councillors fees were paid to the NSW Premier's Department as an Administrator was appointed. The total paid was \$212,616.

Additional expenses incurred by Council in support of the Administrator's office include:

- › Seminars and Conferences \$NIL
- › Travel Allowance \$1,629
- › Mobile Phone \$2,347
- › Motor Vehicle \$13,879

In 2007/2008 a review of the Policy for the Payment of Expenses and the Provision of Facilities to Mayors and Councillors was conducted and amendments were adopted in April 2008. The policy is available at Council's website www.warringah.nsw.gov.au or via Customer Service.

Section 428 (2) (g) Senior Staff Salaries

There were four senior staff members employed by council between 1 July 2007 and 30 June 2008. The following senior staff salaries were paid to:

General Manager	\$296,727
Director, Corporate Services	\$197,394
Director, Planning and Development Services	\$209,253
Director, Community and Environment Services	\$210,732
Total	\$914,106

For details on salary packages and associated fringe benefits please refer to page 49.

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Section 428 (2) (h) Contracts awarded in 2007/2008 for goods or services in excess of \$150,000

Contractor	Goods or Services Provided	Approximate Value \$ As Approved by Council
Prodigy Solution Pty Ltd	Childcare software system	\$162,308
Total Energy Solutions	Energy performance contract for Council's major energy using sites	\$556,865
N.S.W Civil Constructions Pty Ltd	Stormwater drainage works at (a) Beach Road Collaroy (b) Alfred Road Brookvale	\$219,523
Metropolitan Restorations Pty Ltd	Remediation of Griffin Road bridge, North Curl Curl	\$264,330
Hannas Civil Engineering Pty Ltd	Construction of retaining wall at 22 The Drive, Harbord	\$245,850
Sporting Services (Construction) Pty Ltd trading as Pan Civil	Construct a soldier pile retaining wall stage 1 - The Esplanade, Narrabeen	\$324,390
G. James Furniture Pty Ltd	Design, manufacture and installation of bus shelters	\$320,000
ESD Landscape Contractors	Woolgoolga Reserve, Balgowlah playground upgrade	\$170,000
Playspace Playgrounds Pty. Ltd.	Cromer Community Centre playground upgrade	\$170,000
Corporate Express	Supply and delivery of stationery and ancillary products	\$450,000 over three years
Panel of Contractors: Blackwoods Express Industrial Supplies Hardware and General	Supply and delivery of industrial hardware and associated products	\$300,000 over three years
Panel of Contractors:	Provision of plant hire services	\$400,000 over five years
Anova Construction P/L Acclaimed Excavation P/L Ken Coles Excavation P/L D and A Smith P/L J and B Murphy's P/L Aldo's Earthmoving P/L Raygal P/L Davies Earthmoving Advance Plant Hire Tony Falvo Earth Moving Len Hughes Earth Moving Spit Fire Truck Hire P/L Conplant Amman Australia Kennards Hire Universal Mobile Tower Veolia Water Works Warringah Crane P/L Aqua Assets P/L		
Spencer Steer	External auditor of Council's finances	\$432,000 over six years

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 and ecological burns and manual reduction works. The Committee also coordinates the Bush Fire Risk management plan for the district. During 2007/2008 four hazard reduction burns took place in Warringah over 22.2 hectares.

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 2007/2008 we undertook a number of initiatives to assist with or promote multicultural issues in the area.

We identified that local youth from culturally and linguistically diverse (CALD) backgrounds are often not given the opportunity to participate in the local community. In response, a program was developed to consult with Chinese and Tongan communities over youth needs. Once key needs have been identified Council will develop strategies to address them. The program is due to commence in the 2008/2009 financial year.

The Northern Sydney Aboriginal Social Plan was adopted in February 2007. During the 2007/2008 financial year we contributed to the implementation of the plan by employing an Aboriginal Project Officer to coordinate the implementation. The Project Officer has established a counselling service for the Stolen Generation, developed family and community networks across the region and introduced an educational program about the Indigenous culture.

A new Reconciliation Action Plan was drafted recommending a range of actions to further reconciliation in Warringah (for further details refer to page 50).

A program was introduced to assist children from multicultural backgrounds transition to school. At Dee Why Children's Centre, children who had never attended childcare, and who did not have English as their first language were targeted and offered a placement in a prior to school program at the centre.

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

Nil

Section 428 (2) (l) Grants and Donations

2007/2008 Grants and Donations Recipients	Amount
Northern Beaches Food Services	\$6,000
Manly Warringah Pittwater Community Aid	\$8,880
Manly Warringah Pittwater Community Transport	\$3,000
Forest & Terrey Hills Seniors Club	\$2,350
Peninsula Senior Citizens Toy Repair Group	\$350
Annual Christmas Donations (12 Seniors groups)	\$1,200
Northern Beaches Community Services	\$32,400
Northern Beaches Community Services - Mobile Information Service	\$600
Freshwater Surf Life Saving Club	\$5,100
South Curl Curl Surf Life Saving Club	\$5,100
North Curl Curl Surf Life Saving Club	\$5,100
Dee Why Surf Life Saving Club	\$5,100
Long Reef Surf Life Saving Club	\$5,100
Collaroy Surf Life Saving Club	\$5,100
South Narrabeen Surf Life Saving Club	\$5,100
Narrabeen Surf Life Saving Club	\$5,100
North Narrabeen Surf Life Saving Club	\$5,100
Surf Life Saving Sydney Northern Beaches Branch	\$10,710
Belrose Scout Group	\$1,000
Co-As- It	\$2,750
Computer Pals for Seniors Northern Beaches	\$2,000
Consumer Activity Network (Mental Health)	\$2,000
Cubby House Toy Library	\$750

2007/2008 Grants and Donations Recipients	Amount
Disabled Alternative Road Travel Services	\$1,000
Disabled Surfers Association	\$2,000
Forest Computer Pals for Seniors	\$2,000
Kaddy Transport	\$1,000
Learning Links	\$1,000
Lifestart Cooperative Ltd Northern Beaches	\$1,000
Lifeline Northern Beaches	\$1,000
Lone Parent Family Support Service	\$750
Manly Drug Education & Counselling Centre	\$2,000
Northern Beaches Community Services	\$2,000
Northern Beaches Creative leisure & Learning	\$2,000
Northside Enterprises	\$1,000
Peninsula Senior Citizens Toy Repair Group	\$1,000
Pionner Clubhouse	\$2,000
Sailability NSW (Manly)	\$1,000
Street Work (Northern Beaches)	\$1,818
St John the Apostle	\$2,000
St Vincent de Paul (Youth Reach)	\$750
Sydney U3A (Manly/Peninsula Region)	\$1,000
Tough Love (Davidson)	\$1,000
Burdekin Association	\$12,300
Northern Beaches Community Services INC	\$1,000
The Link Church	\$1,000
Donation DARTS	\$1,000
Eurofest	\$1,000
House with No Steps	\$1,000
Togetherness Art for Humanity	\$1,000
Rural Fire Service	\$11,106
Terry Hills Library	\$16,500
Warringah Art Exhibition	\$18,500
Rural Fire Service	\$32,060
1st/2nd Harbord Scout Group	\$905
Brookvale-Curl Curl Scout Group	\$905
Cromer Dee Why Scouts	\$905
Dee Why Surf Lifesaving Club	\$905
Girl Guide Association Warringah Division	\$905
Kananga Venturers	\$905
Kiwanis Sydney	\$905
Lions Club of Dee Why Beach	\$905
National Seniors Evening Branch	\$905
North Harbour Scout Water Base	\$905
Rotary Club of Brookvale	\$905
Rotary Club of Dee Why	\$905

2007/2008 Grants and Donations Recipients	Amount
Rotary Club of Warringah	\$905
Ingleside Rural Fire Service	\$905
The Spiritual Assembly of the Bahai's of Warringah Ltd.	\$905
Ulysses Club	\$905
1st Collaroy Plateau Scout Group	\$824
1st Elanora Heights Scout Group	\$824
1st Narrabeen Scout Group	\$824
Elanora Guides	\$824
Mackeral Beach Rural Fire Service	\$824
Manly Warringah Pittwater Historical Society	\$824
Maritime Model Club NSW Inc	\$824
Narrabeen Lakes Festival	\$824
Narrabeen Youth Club Inc	\$824
Platabeen Rovers	\$824
Rotary Club of Narrabeen Lakes	\$824
South Narrabeen Surf Lifesaving Club	\$808
Cottage Point Rural Fire Service	\$3,000
Ingleside Bush Fire Brigade	\$700
Mackeral Beach Rural Fire Service	\$700
Davidson Rural Fire Service	\$700
Belrose/Davidson Apex Club	\$218
Belrose Junior Guides	\$218
Davidson Rural Fire Service	\$218
Frenchs Forest Guides	\$218
Frenchs Forest Scout Group	\$218
Lions Club Frenchs Forest	\$218
Rotary Club of Belrose	\$218
Rotary Club of Frenchs Forest	\$218
Warr/Pitt Rural Fire Service Catering	\$218
Wakehurst Trefoil Guide	\$218
Zonta Club of the Northern Beaches	\$218
Total	\$275,524

Section 428 (2) (m) Human Resources Activities

Human Resources provided recruitment support for 180 vacancies/placements for permanent full-time, permanent part-time, temporary, casual and contract positions. Staff turnover (excluding casual and temporary employees) for 2007/2008 was 16.86%. Twenty staff accepting a redundancy as a result of an organisational realignment in October 2007. There was also an increase in the number of retirements, particularly in July 2007. (continued on page 55)

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

Our 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. The plan was updated during 2007/2008 to ensure that it was consistent with Council's corporate direction and new values that were implemented in early 2008.

All EEO policies and procedures are subject to ongoing monitoring. Our EEO policy is maintained on an ongoing basis and is accessible to all employees. Principle policy areas reviewed during 2007/2008 included the recruitment and selection of staff, the performance management of staff and organisational learning and development.

In accordance with our EEO plan, we are also required to establish and promote procedures for dealing with grievances and investigating complaints of harassment and discrimination

During 2007/2008 we commenced a review of Council's grievance procedure and provided advice on the procedure to all new employees at the corporate induction. The grievance procedure and information relating to harassment and discrimination were also dealt with in compulsory training sessions offered to staff as a refresher course every two years.

During 2007/2008 there was an emphasis on providing career and self development opportunities for staff from EEO target groups. As a result, we offered 14 trainee positions during the year.

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

Nil

Section 428 (2) (p) Council Controlled Companies

Nil

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

Kimbriki Recycling and Waste Disposal Centre

We are a joint venturer with Manly, Mosman and Pittwater Councils in 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 is dependent on the usage by the co-venturers and, as at 30 June 2008, Warringah's interest in the assets and liabilities of the Kimbriki business was 47.82%. Similarly, each Council's share of the surplus is dependent on the usage. Warringah's share was 44.07%. The joint venture agreement has been extended until 30 June 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 is an advisory body that develops regional strategies and initiatives of benefit to the member councils.

Local Government (General) Regulation 1999

Clause 132 Rates and charges written off 2007/2008

Written Off 2007/2008	\$
Rates abandoned (postponed)	\$9,461
Interest abandoned (postponed)	\$3,774
Interest abandoned (other)	\$5,593
Mandatory pension rebate	\$1,767,957
Voluntary pension rebate (rates)	\$115,456
Voluntary pension rebate (waste)	\$130,431
Total	\$2,032,672

Clause 217 (1) (a) Overseas Visits by Councillors or Council staff 2007/2008

During 2007/2008 one overseas visit was approved. The Director Planning and Development Services attended a conference in the United States of America for a period of four days at a cost of \$6149.

Clause 217 (1) (a1) Councillor Facilities and Expenses

(Please note Council was under Administration for 2007/2008)

Facilities and Expenses	\$
Dedicated office equipment to Councillors	Nil
Telephone calls made by Councillors (Administrator)	\$2,346.93
Conferences and seminars attended by Councillors	Nil
Councillor training and skills development	Nil
Interstate visits 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 of a Councillor	Nil

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, both the Social Plan and the Children and Family Services Strategy identify 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 2007/2008 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
- › Undertaking a project that mapped after school services in the area and using this information to increase the promotion of services available
- › Reviewing Council's information and referral service to identify the types of information that needs to be provided to the community and how to deliver it more effectively
- › 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 2007/2008 are listed on pages 34-35

Clause 217 (1) (b) Senior Staff Salaries

Between 1 July 2007 and 30 June 2008 the following senior staff salaries were paid:

Senior Staff Packages	General Manager	Director Corporate Services	Director Planning and Development Services	Director Community and Environmental Services
Number of Incumbents	1	2	1	2
Salary	\$275,475	\$178,873	\$186,251	\$158,505
Bonus Payments	\$0	\$0	\$0	\$0
Superannuation	\$13,079	\$16,208	\$19,263	\$13,280
FBT - Motor Vehicle	\$8,098	\$2,313	\$1,697	\$3,138
Maternity Leave Salary	\$0	\$0	\$0	\$35,799
Non Cash Benefits/ Motor Vehicle	\$75	\$0	\$2,042	\$10
Gross Salary Package	\$296,727	\$197,394	\$209,253	\$210,732

Totals	\$
Salary	\$799,104
Maternity Leave Salary	\$35,799
Bonus payments:	\$0
Superannuation totals	\$61,830
FBT - Motor Vehicle	\$15,245
Non Cash Benefits - Motor Vehicle	\$2,127
Gross Salary	\$914,105

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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 Social Plan and are integrated into everyday operations.

The Warringah Council Access Advisory Committee operated throughout 2007/2008. The committee helps increase awareness of the needs of people with disabilities with advice on services for people with a disability and their carers.

Work continued with local transport providers to improve services for people with a disability. We were represented on the Board of Manly Warringah Pittwater Community Transport. Targeted groups within the community, including people with disabilities, are serviced by this group. We also commenced the installation of a disabled access ramp at South Curl Curl Beach to provide access from the promenade to the beach.

We celebrated the International Day of People with a Disability with a basketball display by paralympians, a DiscoBility disco event and the Warringah Disability Access Awards which acknowledge businesses and organisations that make a positive contribution towards accessibility.

We continued to support employment placements to assist residents with mental illness return to work. Glen St Theatre welcomed the House with No Steps as a community partner. Growing Care, a business unit of House with No Steps, provides the Theatre with lawn mowing and garden maintenance prior to the opening night of every subscription show.

UpperCrust, the organisation's catering business won the tender for the catering contract at the Theatre's restaurant, Sorlies.

Children's Services implemented a number of access and equity initiatives throughout the year (for further details see pages 34-35). One of Council's key childcare centres has provided space for the Brighter Futures Program to co-locate at the centre. The Brighter Futures Program provides support for vulnerable families in the community. Co-location has resulted in many benefits for vulnerable children attending Council centres because it has made Brighter Futures staff more accessible.

Support has been provided to our Indigenous residents, in collaboration with regional councils. Key achievements include the establishment of a counselling service for the Stolen Generation, the development of Aboriginal family and community networks across the region and the introduction of a program titled 'Yarn Ups' to educate the wider community about Aboriginal culture and issues. We also drafted a Reconciliation Action Plan which was adopted in September 2008. The Plan is in keeping with Reconciliation Australia's framework, and represents a first for local government in NSW. The Plan recommends a range of actions to further reconciliation in the local area and to enhance Council's services, ceremonial practices and employment practices to enable greater participation of local Aboriginal and Torres Strait Islander people.

Clause 217 (d) (ii) Category 1 Business Activities

A corporatisation model must be applied to businesses with annual gross operating incomes 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 2007/2008 Warringah Council Category 1 Businesses were:

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

Clause 217 (d) (iii) Category 2 Business Activities

In 2007/2008 Council had one Category 2 business namely Construction Certification, an activity of the Planning and Development Services.

Clause 217 (d) (iv) Category 1 Business Activities – statement of expenses, revenues, assets

See Special Purpose Financial Reports on page 121 of Appendix/Financial Reports.

Clause 217 (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 (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' have 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 (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 (d) (viii) Performance of Category I Businesses

Business Activity	Key performance targets	Key results
Children's Services	Meet annual revenue budget of \$3.975 million	Achieved annual revenue of \$4.075 million
Kimbriki	Meet annual revenue budget of \$14.508 million	Achieved annual revenue of \$13.161 million
Glen Street Theatre	Meet annual revenue budget of \$2.611 million	Achieved annual revenue of \$2.928 million

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

Nil

Clause 217 (e) Environmental Stormwater Special Rate Variation

The Environmental Stormwater Special Rate (ESSR) Levy commenced in 1996 and is funded from 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 2007/2008

Program	Original Budget	Actual Expenditure	Actual Funding	Reason for Variation
Catchment Management Program (Operational)	\$2,207,350	\$984,398	(\$695,937) ESSR (\$288,461) Grants and contributions (\$984,398)	These projects were re-scoped and included in the 2008/2009 Natural Environment program.
Catchment Management Program (Capital) - Emergency Stormwater Works	\$150,000	\$22,877	(\$22,877) ESSR	This is a contingency fund for emergency stormwater works. Lower than anticipated repairs were completed in 2007/2008.
Construction and Maintenance Program	\$580,000	\$686,237	(\$686,237) ESSR	An increase in reactive maintenance occurred following storms in 007. The increase is funded from reduced expenditure in other ESSR programs.
Bushland Program	\$1,126,000	\$1,362,343	(\$1,051,591) ESSR (\$311,001) Grants and contributions (\$1,362,592)	The approved ESSR budget was under spent by \$179,409. Additional grant income enabled an increase in total expenditure on Fire Management Works and Bush Regeneration.
Environmental Education Program	\$277,145	\$296,453	(\$292,118) ESSR (\$4,335) Grants and contributions (\$296,453)	The ESSR budget was overspent by \$14,973 on the Manly Dam Education Campaign. This was funded from reduced expenditure in other ESSR programs.
Total	\$4,340,495	\$3,352,309	(\$2,748,760) ESSR (\$603,797) Grants/cont	A total of \$2,748,760 was drawn down from the ESSR reserve from these activities.

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Stormwater Management Projects

In the Management Plan 2007/2010 we listed a number of stormwater related projects and proposed expenditure on each. The following table compares proposed expenditure with actual expenditure and provides reasons for any variation during 2007/2008. Please note that some of the projects listed below have been funded by sources other than ESSR.

Project/ Funding Source	Original Budget	Actuals	Reason for Variation
Emergency Stormwater Repairs. Funding Source: ESSR	\$150,000	\$22,877	This is a reactive program which had less repairs than anticipated.
5,6,7,8 Jenkins St Collaroy/Narrabeen. Replacement, relining of failed Tonkin pipeline. Funding Source: Infrastructure Levy	\$68,048	\$23,079	The budget for this project was reduced because the final quote received was less than anticipated. Stage 1 of the works has been completed. Stage 2 of the works is ongoing because the pipe condition was worse than expected and a new design/ approach was required.
15 Palomar Pde, Freshwater - Construction of new pipeline. Funding Source: Infrastructure Levy	\$70,000	\$90,000	The budget amount increased for this project due to a review of the detailed design. Works are now complete.
Alfred St, Brookvale - Replace failed pipeline. Funding Source: ESSR	\$80,000	\$106,550	The budget increased due to a review of the detailed design and new quotes received A project estimate was provided by a panel contractor. The market was tested and significant savings were generated.
Collaroy Stormwater Outlet - Replacement of box culvert outlet components. Funding Source: Infrastructure Levy and other reserve	\$480,000	\$16,495	It was proposed that money for this project was to be spent over two financial years. The tender process has been delayed by higher than expected costs and reduced market interest.
Pit Upgrades -Replacement of failed pit components. Funding Source: Infrastructure Levy	\$30,000	\$20,256	This is a reactive program which had less repairs than anticipated.
Raffo Lane, Freshwater -Hydraulic analysis, design, construction drawings and specifications. Funding Source: Infrastructure Levy	\$50,000	\$13,800	The budget for this project reduced due to the final quote received. There have been significant delays in delivery of the final design from the consultants.
Beach Rd, Collaroy - Replace failed pipeline. Funding Source: ESSR	\$65,070	\$23,796	There have been significant delays and redesign due to issues with the initial design. Additional budget was secured in 2008/2009 to complete the project.
Ramsey St outlet - Replacement of section of failing pipe near outlet. Funding Source: Infrastructure Levy	\$20,000	\$0	This project was deferred until next year to align with other proposed works within the vicinity.
Griffin Rd, Curl Curl - Replace old Tonkin pipe. Funding Source: Infrastructure Levy	\$40,000	36,348	There have been some delays of the final design from consultants.
Wetherill St, Narrabeen -Hydraulic analysis, design, preparation of construction drawings. Funding Source: Infrastructure Levy	\$30,000	\$0	This project was deferred to next financial year to align with other proposed works within the vicinity.
Total	\$1,083,118	\$353,201	

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 2008. Some 362 dogs and cats were seized in 2007/2008 with 74 returned to their owners and the unclaimed animals transferred to the Animal Welfare League NSW.

Reporting dog attacks to the department

There were six dog attacks reported to the Department of Local Government.

Expenditure on companion animal management and activities

Some \$155,355 was spent on the management of companion animal and related activities this year. The funds were dispersed as follows:

Activity	Cost
Employment Related Costs	\$35,225
Pound Fees	\$83,856
Advertising	\$4,376
Events	\$21,017
Catering and Couriers	\$469
Consultants	\$10,412
Total	\$155,355

The Department of Local Government contributed \$52,189 towards these costs.

Companion animal community education programs carried out

The following community education programs were carried out:

- › In July 2007 Council, in conjunction with Bunnings Warehouse Belrose, held an information session for cat owners on how to build cat proof fencing and outdoor enclosures to protect native wildlife.
- › Throughout the year Council undertook an advertising campaign in collaboration with Pittwater and Manly councils on responsible pet ownership.

Topics included the importance of micro chipping, registrations, identifications and collection of faeces.

- › In conjunction with Assistance Dogs Australia, Council presented Dogs Big Day Out and Dogs Breakfast in October 2007. A 'Dogs Breakfast Walk' was arranged to raise funds for Assistance Dogs and Dogs Big Day Out included a range of events for dogs and their owners and information stalls on responsible pet ownership.

Strategies Promoting the desexing of dogs and cats

During 2007/2008 Council promoted and assisted in the desexing of dogs and cats by undertaking the following:

- › Producing educational posters about desexing for display at veterinary clinics
- › Gaining the cooperation of local veterinarians to promote subsidised desexing days
- › Producing educational brochures on desexing dogs and cats
- › Arranging free educational lectures regarding companion animals and the benefits of desexing

Strategies to seek alternatives to euthanasia for unclaimed animals

All unclaimed animals are sent to the Animal Welfare League NSW for a pre homing assessment. Once the assessment is complete, advertisements for these pets are placed in the Manly Daily and also in Animal Welfare League brochures in an attempt to relocate the animal to a new owner.

Off leash areas provided in the council area

The following off leash areas were provided in the council area during 2007/2008:

- › Frenchs Forest Showground, Blackbutts Road, Frenchs Forest
- › Griffith Park, Anzac Avenue, Collaroy

- › John Fisher Park, Adams Street, Curl Curl
- › Hinkler Park, Pittwater Road, Queenscliff
- › Flora and Richie Roberts Reserve, Griffin Road, Curl Curl
- › Beverly Job Park, Narraweena

Freedom of Information ACT 1989

Warringah Council received three Freedom of Information requests during 2007/2008. The information was supplied with the requests relating to:

- › Griffin Road maintenance query
- › Licence Agreement Manly Surf School
- › DA 2007/1267, 9 Carrington Parade, Freshwater, NSW

Privacy and Personal Information Protection Act

Warringah Council continues to comply with the requirements of the Privacy and Personal Information. Our Code of Conduct directs staff to comply with:

- › Privacy and Personal Information Protection Act 1998,
- › Health Records and Information Privacy Act 2002,
- › Information Protection Principles and Health Privacy Principles,
- › Council's privacy management plan,
- › Privacy Code of Practice for Local Government

All staff attend compulsory Code of Conduct training and refresher courses every two years. This training reiterates the importance of privacy and personal information in the workplace.

Our Access to Information Policy and guidelines also refer to privacy legislation in respect to access to Council information and documentation. During 2007/2008 there were no reviews conducted by or on behalf of Council under Part 5 of the Act.

Statutory Returns

Environmental Planning and Assessment Act 1979

Warringah Council entered into no Voluntary Planning Agreement in 2007/2008.

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 expenditure from the program during 2007/2008.

Balance as at 1 July 2007	\$370,400
Additional Rate Levy	\$3,854,594
Total	\$4,224,994

Projects	Progress Comments	Less Expenditure
Wyatt Ave, Belrose Footpath	Complete	\$13,786
Parr Pde, Narraweena Footpath	Complete	\$1,792
Pacific Pde, Dee Why Traffic	Complete	\$4,400
Resheeting Program	Complete	\$108,822
Renew paths – Priority List	Complete	\$300,000
Carparks – Priority List	Complete	\$86,580
Collaroy Stormwater Outlet – replacement of box culvert outlet components	Tender being evaluated for construction in 2008/2009	\$16,495
Pit Upgrades - Replacement of failed pit components	3 projects have been completed the remainder are in progress	\$20,256
Raffo Lane, Harbord – Hydrallic analysis design and preparation of construction drawings and specifications	Additional design delays due to overland flow issues in the design and relocation of water and sewer services	\$13,800
Griffin St Curl Curl – replace old Tonkin design	Design delays have been experienced due to existing options presented being impractical. Further options are being considered.	\$39,874
Minor Works Renewal	Works underway/complete	\$50,000
Terrey Hills Community Kindergarten - Remedial works to floor of kindergarten	Complete	\$97,147
Sloane Street, Manly Vale - Retaining Wall Stabilisation	Design is complete. Construction will take place in 2008/2009	\$3,000
Beachfront reserve renewal program	Complete	\$9,000
Dee Why Beach Pool installation of pumps and channels	Drawings and specifications are complete. The tender process is to commence shortly.	\$31,000
Develop Asset Register – Road Assets	Complete	\$40,249
Develop Asset Register – Stormwater Assets	Complete	\$67,577
Ocean St, Narrabeen –Reconstruct Retaining Wall	Complete	\$487,000
Civic Air Conditioning	Complete	\$676,226
POPE and Fire renewal	Complete	\$26,739
Local Roads	Complete	\$610,090
5,6,7,8 Jenkins St Collaroy – replacement of Tonkin pipeline	Construction will take place in two parts.	\$23,079
15 Palomar Pde Harbord – construction of new stormwater pipeline	Complete	\$90,000
Dee Why Library – upgrade amenities	Complete	\$30,000
Replace Timber fencing at Narrabeen Child Care Centre	Complete	\$6,209
Freshwater Beach Surf Life Saving – hydrant and refurbish amenities	Complete	\$15,750
Curl Curl Youth and Community Centre - renewal	Complete	\$34,250
Cromer Community Centre – renew park	Complete	\$177,975
57 Ocean Street, Narrabeen renew site	House demolished, cleanup turfing to be undertaken	\$28,481
Griffin St, Curl Curl - Resheeting	Complete	\$493
Total		\$3,110,070
Balance as at 30 June 2008		\$1,114,924

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 2007/2008

Balance as at 1 July 2007	\$3,485,523
Add Rate Levy	\$1,186,029
Total	\$ 4,671,552

Project	Progress	Less Expenditure
Frank Gray Hockey Fields	A major rectification is currently in progress	\$204,361
Weldon Oval and Adams St	The design has been submitted for development approval	\$46,219
Minor Rectification Works	Minor renovation is underway and includes topdressing of priority sites	\$92,133
Forestville	Consultation is underway in relation to the draft design	\$58,126
JJ Melbourne	Consultation is underway in relation to the draft design including the synthetic clay layer	\$100,000
Old Reub Hudson	Consultation is underway in relation to the draft design	\$89,537
Total		\$590,376

Balance as at 30 June 2008	\$4,081,176
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Section 428 (2) (m) Human Resources Activities (continued from page 47)

During the 2007/2008 a new Performance Management framework was implemented to align performance setting and reviews to the annual business planning cycle. An online performance management tool was purchased to improve the process for documenting and monitoring performance reviews.

A number of learning and development initiatives were introduced during the year. Organisational leadership and staff wellbeing have been key areas of focus during the year. Leadership conferences were introduced for members of the Senior Management Team and Team Leaders, to strengthen peer relationships and improve internal communication and cooperation. A leadership development program was introduced to assist managers in delivering on business objectives. The program allows for a joint learning experience, providing consistent training to managers across a range of topics.

A wellness program was also introduced to provide a working environment that promotes and supports the wellbeing of staff, and to encourage staff into regular activity that promotes their overall fitness. The organisation's intention has been to promote a preventative approach to wellness and support staff through a variety of initiatives that enhance physical, emotional and financial aspects of living.

Safety awareness was another area of focus during 2007/2008. Council's induction course for staff was reviewed and improved to raise awareness of safety issues. Hazard management across the organisation was also improved by focussing staff attention on the need for prompt and effective implementation of corrective actions.

Council's Workers Compensation Self Insurer's licence was extended for the maximum three year period following a successful audit of its OH&S Management System by the WorkCover Authority of NSW.