

Annual Report Appendices

MANLY COUNCIL'S
ANNUAL REPORT 2011/12



Appendices



Appendix 1



Manly Council

GENERAL PURPOSE FINANCIAL STATEMENTS
for the year ended 30 June 2012

*"Manly - where the natural environment and heritage sustain and
complement a vibrant cosmopolitan and community lifestyle"*



Manly Council

General Purpose Financial Statements for the financial year ended 30 June 2012

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Overview

- (i) These financial statements are General Purpose Financial Statements and cover the consolidated operations for Manly Council.
- (ii) Manly Council is a body politic of NSW, Australia - being constituted as a Local Government area by proclamation and is duly empowered by the Local Government Act (LGA) 1993 of NSW.

Council's Statutory Charter is specified in Paragraph 8 of the LGA and includes;

- carrying out activities and providing goods, services & facilities appropriate to the current & future needs of the Local community and of the wider public
- responsibility for administering regulatory requirements under the LGA and other applicable legislation, &
- a role in the management, improvement and development of the resources of the local government area.

A description of the nature of Council's operations and its principal activities are provided in Note 2(b).

- (iii) All figures presented in these financial statements are presented in Australian Currency.
- (iv) These financial statements were authorised for issue by the Council on 04/10/12. Council has the power to amend and reissue the financial statements.
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Manly Council

General Purpose Financial Statements for the financial year ended 30 June 2012

Statement by Councillors and Management made pursuant to Section 413(2)(c) of the Local Government Act 1993 (as amended)

The attached General Purpose Financial Statements have been prepared in accordance with:

- The Local Government Act 1993 (as amended) and the Regulations made thereunder,
- The Australian Accounting Standards and professional pronouncements, and
- The Local Government Code of Accounting Practice and Financial Reporting.

To the best of our knowledge and belief, these Financial Statements:

- present fairly the Council's operating result and financial position for the year, and
- accords with Council's accounting and other records.

We are not aware of any matter that would render the Reports false or misleading in any way.

Signed in accordance with a resolution of Council made on 07 September 2012.


Jean Hay
MAYOR


Mr Henry Wong
GENERAL MANAGER


Mrs Jenny Nascimento
RESPONSIBLE ACCOUNTING OFFICER

Manly Council

Income Statement

for the financial year ended 30 June 2012

Budget ⁽¹⁾ 2012	\$ '000	Notes	Actual 2012	Actual 2011
Income from Continuing Operations				
Revenue:				
34,007	Rates & Annual Charges	3a	33,969	32,888
13,246	User Charges & Fees	3b	12,050	12,015
899	Interest & Investment Revenue	3c	1,032	1,047
5,863	Other Revenues	3d	5,249	5,469
3,547	Grants & Contributions provided for Operating Purposes	3e,f	4,429	5,216
840	Grants & Contributions provided for Capital Purposes	3e,f	802	2,410
Other Income:				
-	Net Share of interests in Joint Ventures & Associated Entities using the equity method	19	291	240
58,402	Total Income from Continuing Operations		57,822	59,285
Expenses from Continuing Operations				
29,217	Employee Benefits & On-Costs	4a	29,499	27,660
1,096	Borrowing Costs	4b	482	600
14,510	Materials & Contracts	4c	15,577	15,641
6,799	Depreciation & Amortisation	4d	8,462	8,069
-	Impairment	4d	-	-
5,197	Other Expenses	4e	5,361	5,323
-	Net Losses from the Disposal of Assets	5	41	53
56,819	Total Expenses from Continuing Operations		59,422	57,346
1,583	Operating Result from Continuing Operations		(1,600)	1,939
Discontinued Operations				
-	Net Profit/(Loss) from Discontinued Operations	24	103	(232)
1,583	Net Operating Result for the Year		(1,497)	1,707
1,583	Net Operating Result attributable to Council		(1,497)	1,707
-	Net Operating Result attributable to Minority Interests		-	-
743	Net Operating Result for the year before Grants and Contributions provided for Capital Purposes		(2,299)	(703)

(1) Original Budget as approved by Council - refer Note 16

Manly Council

Statement of Comprehensive Income for the financial year ended 30 June 2012

\$ '000	Notes	Actual 2012	Actual 2011
Net Operating Result for the year (as per Income statement)		(1,497)	1,707
Other Comprehensive Income			
Gain (loss) on revaluation of I,PP&E	20b (ii)	-	(47,325)
Gain (loss) on revaluation of available-for-sale investments	20b (ii)	-	-
Gain (loss) on revaluation of other reserves	20b (ii)	-	-
Realised (gain) loss on available-for-sale investments recognised in P&L	20b (ii)	-	-
Realised (gain) loss from other reserves recognised in P&L	20b (ii)	-	-
Impairment (loss) reversal relating to I,PP&E	20b (ii)	-	-
Other Movements in Reserves	20b (ii)	-	(262)
Total Other Comprehensive Income for the year		-	(47,587)
Total Comprehensive Income for the Year		(1,497)	(45,880)
Total Comprehensive Income attributable to Council		(1,497)	(45,880)
Total Comprehensive Income attributable to Minority Interests		-	-

Manly Council

Balance Sheet

as at 30 June 2012

\$ '000	Notes	Actual 2012	Actual 2011
ASSETS			
Current Assets			
Cash & Cash Equivalents	6a	10,850	11,851
Investments	6b	3,493	2,151
Receivables	7	3,331	3,509
Inventories	8	29	29
Other	8	147	166
Non-current assets classified as "held for sale"	22	-	-
Total Current Assets		17,850	17,706
Non-Current Assets			
Investments	6b	-	-
Receivables	7	320	318
Inventories	8	-	-
Infrastructure, Property, Plant & Equipment	9	688,178	685,123
Investments accounted for using the equity method	19	1,680	1,481
Intangible Assets	25	961	1,005
Other	8	1,834	2,906
Total Non-Current Assets		692,973	690,833
TOTAL ASSETS		710,823	708,539
LIABILITIES			
Current Liabilities			
Payables	10	9,668	11,544
Borrowings	10	1,191	1,256
Provisions	10	6,440	5,635
Total Current Liabilities		17,299	18,435
Non-Current Liabilities			
Payables	10	2,231	-
Borrowings	10	11,100	8,414
Provisions	10	203	203
Total Non-Current Liabilities		13,534	8,617
TOTAL LIABILITIES		30,833	27,052
Net Assets		679,990	681,487
EQUITY			
Retained Earnings	20	501,068	502,565
Revaluation Reserves	20	178,922	178,922
Council Equity Interest		679,990	681,487
Minority Equity Interest		-	-
Total Equity		679,990	681,487

Manly Council

Statement of Changes in Equity for the financial year ended 30 June 2012

\$ '000	Notes	Retained Earnings	Reserves (Refer 20b)	Council Interest	Minority Interest	Total Equity
2012						
Opening Balance (as per Last Year's Audited Accounts)		502,565	178,922	681,487	-	681,487
a. Correction of Prior Period Errors	20 (c)	-	-	-	-	-
b. Changes in Accounting Policies (prior year effects)	20 (d)	-	-	-	-	-
Revised Opening Balance (as at 1/7/11)		502,565	178,922	681,487	-	681,487
c. Net Operating Result for the Year		(1,497)	-	(1,497)	-	(1,497)
d. Other Comprehensive Income						
- Revaluations : IPP&E Asset Revaluation Rsve	20b (ii)	-	-	-	-	-
- Revaluations: Other Reserves	20b (ii)	-	-	-	-	-
- Transfers to Income Statement	20b (ii)	-	-	-	-	-
- Impairment (loss) reversal relating to I,PP&E	20b (ii)	-	-	-	-	-
- Other Movements	20b (ii)	-	-	-	-	-
Other Comprehensive Income		-	-	-	-	-
Total Comprehensive Income (c&d)		(1,497)	-	(1,497)	-	(1,497)
e. Distributions to/(Contributions from) Minority Interests		-	-	-	-	-
f. Transfers between Equity		-	-	-	-	-
Equity - Balance at end of the reporting period		501,068	178,922	679,990	-	679,990

\$ '000	Notes	Retained Earnings	Reserves (Refer 20b)	Council Interest	Minority Interest	Total Equity
2011						
Opening Balance (as per Last Year's Audited Accounts)		500,858	226,509	727,367	-	727,367
a. Correction of Prior Period Errors	20 (c)	-	-	-	-	-
b. Changes in Accounting Policies (prior year effects)	20 (d)	-	-	-	-	-
Revised Opening Balance (as at 1/7/10)		500,858	226,509	727,367	-	727,367
c. Net Operating Result for the Year		1,707	-	1,707	-	1,707
d. Other Comprehensive Income						
- Revaluations : IPP&E Asset Revaluation Rsve	20b (ii)	-	(47,325)	(47,325)	-	(47,325)
- Revaluations: Other Reserves	20b (ii)	-	-	-	-	-
- Transfers to Income Statement	20b (ii)	-	-	-	-	-
- Impairment (loss) reversal relating to I,PP&E	20b (ii)	-	-	-	-	-
- Other Movements	20b (ii)	-	(262)	(262)	-	(262)
Other Comprehensive Income		-	(47,587)	(47,587)	-	(47,587)
Total Comprehensive Income (c&d)		1,707	(47,587)	(45,880)	-	(45,880)
e. Distributions to/(Contributions from) Minority Interests		-	-	-	-	-
f. Transfers between Equity		-	-	-	-	-
Equity - Balance at end of the reporting period		502,565	178,922	681,487	-	681,487

Manly Council

Statement of Cash Flows

for the financial year ended 30 June 2012

Budget 2012	\$ '000	Notes	Actual 2012	Actual 2011
Cash Flows from Operating Activities				
Receipts:				
33,911	Rates & Annual Charges		33,670	32,754
13,208	User Charges & Fees		12,993	13,313
899	Investment & Interest Revenue Received		927	789
4,386	Grants & Contributions		5,835	8,290
-	Bonds, Deposits & Retention amounts received		-	337
5,847	Other		7,339	7,344
Payments:				
(29,120)	Employee Benefits & On-Costs		(28,694)	(28,613)
(14,462)	Materials & Contracts		(17,009)	(18,341)
(1,095)	Borrowing Costs		(458)	(583)
(100)	Bonds, Deposits & Retention amounts refunded		(70)	-
(5,085)	Other		(6,525)	(8,504)
8,389	Net Cash provided (or used in) Operating Activities	11b	8,008	6,786
Cash Flows from Investing Activities				
Receipts:				
-	Sale of Investment Securities		302	1,397
1,573	Sale of Infrastructure, Property, Plant & Equipment		550	536
-	Distributions Received from Joint Ventures & Associates		92	89
Payments:				
-	Purchase of Investment Securities		(1,500)	-
(14,574)	Purchase of Infrastructure, Property, Plant & Equipment		(11,074)	(10,728)
-	Contributions Paid to Joint Ventures & Associates		-	-
(13,001)	Net Cash provided (or used in) Investing Activities		(11,630)	(8,706)
Cash Flows from Financing Activities				
Receipts:				
6,500	Proceeds from Borrowings & Advances		3,900	2,000
-	Proceeds from Finance Leases		48	-
Payments:				
(1,214)	Repayment of Borrowings & Advances		(1,098)	(920)
-	Repayment of Finance Lease Liabilities		(229)	(299)
5,286	Net Cash Flow provided (used in) Financing Activities		2,621	781
674	Net Increase/(Decrease) in Cash & Cash Equivalents		(1,001)	(1,139)
11,940	plus: Cash & Cash Equivalents - beginning of year	11a	11,851	12,990
12,614	Cash & Cash Equivalents - end of the year	11a	10,850	11,851
Additional Information:				
	plus: Investments on hand - end of year	6b	3,493	2,151
Total Cash, Cash Equivalents & Investments			14,343	14,002

Manly Council

Notes to the Financial Statements

for the financial year ended 30 June 2012

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n/a - not applicable

Manly Council

Notes to the Financial Statements

for the financial year ended 30 June 2012

Note 1. Summary of Significant Accounting Policies

The principal accounting policies adopted by Council in the preparation of these consolidated financial statements are set out below in order to assist in its general understanding.

Under Australian Accounting Standards (AASB's), accounting policies are defined as those specific principles, bases, conventions, rules and practices applied by a reporting entity (in this case Council) in preparing and presenting its financial statements.

(a) Basis of preparation

(i) Background

These financial statements are general purpose financial statements which have been prepared in accordance with;

- Australian Accounting Standards and Interpretations issued by the Australian Accounting Standards Board,
- the Local Government Act (1993) & Regulation, and
- the Local Government Code of Accounting Practice and Financial Reporting.

For the purpose of preparing these financial statements, Council has been deemed to be a not-for-profit entity.

(ii) Compliance with International Financial Reporting Standards (IFRSs)

Because Australian Accounting Standards (AASB's) are sector neutral, some standards either:

- (a) have local Australian content and prescription that is specific to the Not-For-Profit sector (including Local Government) which are not in compliance with IFRS's, or
- (b) specifically exclude application by Not for Profit entities.

Accordingly in preparing these financial statements and accompanying notes, Council has been unable to comply fully with International Accounting Standards, but has complied fully with Australian Accounting Standards.

Under the Local Government Act (LGA), Regulations and Local Government Code of Accounting Practice & Financial Reporting, it should be noted that Councils in NSW only have a requirement to comply with Australian Accounting Standards.

(iii) New and amended standards adopted by Council

None of the new standards and amendments to standards that are mandatory for the first time for the financial year beginning 1 July 2011 affected any of the amounts recognised in the current period or any prior period and are not likely to affect future periods.

(iv) Early adoption of Accounting Standards

Council has not elected to apply any pronouncements before their operative date in the annual reporting period beginning 1 July 2011.

Refer further to paragraph (ab) relating to a summary of the effects of Standards with future operative dates..

(v) Basis of Accounting

These financial statements have been prepared under the **historical cost convention** except for:

- (i) financial assets and liabilities at fair value through profit or loss, available-for-sale financial assets and investment properties which are all valued at fair value,
- (ii) the write down of any Asset on the basis of Impairment (if warranted) and
- (iii) certain classes of Infrastructure, property, plant & equipment that are accounted for at fair valuation.

The accrual basis of accounting has also been applied in their preparation.

(vi) Changes in Accounting Policies

Council's accounting policies have been consistently applied to all the years presented, unless otherwise stated.

There have also been no changes in accounting policies when compared with previous financial statements unless otherwise stated [refer Note 20(d)].

Manly Council

Notes to the Financial Statements

for the financial year ended 30 June 2012

Note 1. Summary of Significant Accounting Policies (continued)

(vii) Critical Accounting Estimates

The preparation of financial statements requires the use of certain critical accounting estimates (in conformity with AASB's).

Accordingly this requires management to exercise its judgement in the process of applying the Council's accounting policies.

Estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations of future events that may have a financial impact on the entity and that are believed to be reasonable under the circumstances.

Critical accounting estimates and assumptions

Council makes estimates and assumptions concerning the future.

The resulting accounting estimates will, by definition, seldom equal the related actual results.

The estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year are set out below.

- (i) Estimated fair values of investment properties
- (ii) Estimated fair values of infrastructure, property, plant and equipment.

(b) Revenue recognition

Council recognises revenue when the amount of revenue can be reliably measured, it is probable that future economic benefits will flow to the entity and specific criteria have been met for each of the Council's activities as described below.

Council bases any estimates on historical results, taking into consideration the type of customer, the type of transaction and the specifics of each arrangement.

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

Revenue is measured on major income categories as follows:

Rates, Annual Charges, Grants and Contributions

Rates, annual charges, grants and contributions (including developer contributions) are recognised as revenues when the Council obtains control over the assets comprising these receipts.

Control over assets acquired from rates and annual charges is obtained at the commencement of the rating year as it is an enforceable debt linked to the rateable property or, where earlier, upon receipt of the rates.

A provision for the impairment on rates receivables has not been established as unpaid rates represent a charge against the rateable property that will be recovered when the property is next sold.

Control over granted assets is normally obtained upon their receipt (or acquittal) or upon earlier notification that a grant has been secured, and is valued at their fair value at the date of transfer.

Revenue from Contributions is recognised when the Council either obtains control of the contribution or the right to receive it, **(i)** it is probable that the economic benefits comprising the contribution will flow to the Council and **(ii)** the amount of the contribution can be measured reliably.

Where grants or contributions recognised as revenues during the financial year were obtained on condition that they be expended in a particular manner or used over a particular period and those conditions were undischarged at balance date, the unused grant or contribution is disclosed in Note 3(g).

Note 3(g) also discloses the amount of unused grant or contribution from prior years that was expended on Council's operations during the current year.

The Council has obligations to provide facilities from contribution revenues levied on developers under the provisions of S94 of the EPA Act 1979.

Whilst Council generally incorporates these amounts as part of a Development Consents Order, such developer contributions are only recognised as income upon their physical receipt by Council, due to the possibility that individual Development Consents may not be acted upon by the applicant and accordingly would not be payable to Council.

Manly Council

Notes to the Financial Statements

for the financial year ended 30 June 2012

Note 1. Summary of Significant Accounting Policies (continued)

Developer contributions may only be expended for the purposes for which the contributions were required but the Council may apply contributions according to the priorities established in work schedules.

A detailed Note relating to developer contributions can be found at Note 17.

User Charges, Fees and Other Income

User charges, fees and other income (including parking fees and fines) are recognised as revenue when the service has been provided, the payment is received, or when the penalty has been applied, whichever first occurs.

A provision for the impairment of these receivables is recognised when collection in full is no longer probable.

A liability is recognised in respect of revenue that is reciprocal in nature to the extent that the requisite service has not been provided as at balance date.

Sale of Infrastructure, Property, Plant and Equipment

The profit or loss on sale of an asset is determined when control of the asset has irrevocably passed to the buyer.

Interest and Rents

Rents are recognised as revenue on a proportional basis when the payment is due, the value of the payment is notified, or the payment is received, whichever first occurs.

Interest Income from Cash & Investments is accounted for using the Effective Interest method in accordance with AASB 139.

(c) Principles of Consolidation

These financial statements incorporate **(i)** the assets and liabilities of Council and any Entities (or operations) that it **controls** (as at 30/6/12) and **(ii)** all the related operating results (for the financial year ended the 30th June 2012).

The financial statements also include Council's share of the assets, liabilities, income and expenses

of any **Jointly Controlled Operations** under the appropriate headings.

In the process of reporting on Council's activities as a single unit, all inter-entity year end balances and reporting period transactions have been eliminated in full between Council and its controlled entities.

(i) The Consolidated Fund

In accordance with the provisions of Section 409(1) of the LGA 1993, all money and property received by Council is held in the Council's Consolidated Fund unless it is required to be held in the Council's Trust Fund.

The Consolidated Fund and other entities through which the Council controls resources to carry on its functions have been included in the financial statements forming part of this report.

The following entities have been included as part of the Consolidated Fund:

- Council's General Purpose Operations
- Manly Meals on Wheels

(ii) The Trust Fund

In accordance with the provisions of Section 411 of the Local Government Act 1993 (as amended), a separate and distinct Trust Fund is maintained to account for all money and property received by the Council in trust which must be applied only for the purposes of or in accordance with the trusts relating to those monies.

Trust monies and property subject to Council's control have been included in these statements.

Trust monies and property held by Council but not subject to the control of Council, have been excluded from these statements.

A separate statement of monies held in the Trust Fund is available for inspection at the Council office by any person free of charge.

(iii) Joint Ventures

Jointly Controlled Assets & Operations

The proportionate interests in the assets, liabilities and expenses of a Joint Venture Activity have been

Manly Council

Notes to the Financial Statements

for the financial year ended 30 June 2012

Note 1. Summary of Significant Accounting Policies (continued)

incorporated throughout the financial statements under the appropriate headings.

Jointly Controlled Entities

Any interests in Joint Venture Entities & Partnerships are accounted for using the equity method and is carried at cost.

Under the equity method, the share of the profits or losses of the partnership is recognised in the income statement, and the share of movements in retained earnings & reserves is recognised in the balance sheet.

(iv) Associated Entities

Where Council has the power to participate in the financial and operating decisions (of another entity), ie. where Council is deemed to have "significant influence" over the other entities operations but neither controls nor jointly controls the entity, then Council accounts for such interests using the equity method of accounting – in a similar fashion to Joint Venture Entities & Partnerships.

Such entities are usually termed Associates.

(v) County Councils

Council is not a member of any County Councils.

(vi) Additional Information

Note 19 provides more information in relation to Joint Venture Entities, Associated Entities and Joint Venture Operations where applicable.

(d) Leases

All Leases entered into by Council are reviewed and classified on inception date as either a Finance Lease or an Operating Lease.

Finance Leases

Leases of property, plant and equipment where the Council has substantially all the risks and rewards of ownership are classified as finance leases.

Finance leases are capitalised at the lease's inception at the lower of the fair value of the leased

property and the present value of the minimum lease payments.

The corresponding rental obligations, net of finance charges, are included in borrowings.

Each lease payment is allocated between the liability outstanding and the recognition of a finance charge.

The interest element of the finance charge is costed to the income statement over the lease period so as to produce a constant periodic rate of interest on the remaining balance of the liability for each period.

Property, plant and equipment acquired under finance leases is depreciated over the shorter of each leased asset's useful life and the lease term.

Operating Leases

Leases in which a significant portion of the risks and rewards of ownership are retained by the lessor are classified as operating leases.

Payments made under operating leases (net of any incentives received from the lessor) are charged to the income statement on a straight-line basis over the period of the lease.

Lease income from operating leases is recognised in income on a straight-line basis over the lease term.

(e) Cash and Cash Equivalents

Cash and cash equivalents includes;

- cash **on hand**,
- deposits held **at call** with financial institutions,
- other short-term, highly liquid investments **with original maturities of three months or less** that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value, and
- bank overdrafts.

Bank overdrafts are shown within borrowings in current liabilities on the balance sheet but are incorporated into Cash & Cash Equivalents for presentation of the Cash Flow Statement.

Manly Council

Notes to the Financial Statements

for the financial year ended 30 June 2012

Note 1. Summary of Significant Accounting Policies (continued)

(f) Investments and Other Financial Assets

Council (in accordance with AASB 139) classifies each of its investments into one of the following categories for measurement purposes:

- **financial assets at fair value through profit or loss,**
- **loans and receivables,**
- **held-to-maturity investments,** and
- **available-for-sale financial assets.**

Each classification depends on the purpose/intention for which the investment was acquired & at the time it was acquired.

Management determines each Investment classification at the time of initial recognition and re-evaluates this designation at each reporting date.

(i) Financial assets at fair value through profit or loss

Financial assets at fair value through profit or loss include financial assets that are "held for trading".

A financial asset is classified in the "held for trading" category if it is acquired principally for the purpose of selling in the short term.

Derivatives are classified as held for trading unless they are designated as hedges.

Assets in this category are primarily classified as current assets as they are primarily held for trading &/or are expected to be realised within 12 months of the balance sheet date.

(ii) Loans and receivables

Loans and receivables are non derivative financial assets with fixed or determinable payments that are not quoted in an active market.

They arise when the Council provides money, goods or services directly to a debtor with no intention (or in some cases ability) of selling the resulting receivable.

They are included in current assets, except for those with maturities greater than 12 months after the

balance sheet date which are classified as non-current assets.

(iii) Held-to-maturity investments

Held-to-maturity investments are non-derivative financial assets with fixed or determinable payments and fixed maturities that the Council's management has the positive intention and ability to hold to maturity.

In contrast to the "Loans & Receivables" classification, these investments are generally quoted in an active market.

Held-to-maturity financial assets are included in non-current assets, except for those with maturities less than 12 months from the reporting date, which are classified as current assets.

(iv) Available-for-sale financial assets

Available-for-sale financial assets are non-derivatives that are either designated in this category or not classified in any of the other categories.

Investments must be designated as available-for-sale if they do not have fixed maturities and fixed or determinable payments and management intends to hold them for the medium to long term.

Accordingly, this classification principally comprises marketable equity securities, but can include all types of financial assets that could otherwise be classified in one of the other investment categories.

They are generally included in non-current assets unless management intends to dispose of the investment within 12 months of the balance sheet date or the term to maturity from the reporting date is less than 12 months.

Financial Assets – Reclassification

Council may choose to reclassify a non-derivative trading financial asset out of the held-for-trading category if the financial asset is no longer held for the purpose of selling it in the near term.

Financial assets other than loans and receivables are permitted to be reclassified out of the held-for-trading category only in rare circumstances arising from a single event that is unusual and highly unlikely to recur in the near term.

Manly Council

Notes to the Financial Statements

for the financial year ended 30 June 2012

Note 1. Summary of Significant Accounting Policies (continued)

Council may also choose to reclassify financial assets that would meet the definition of loans and receivables out of the held-for-trading or available-for-sale categories if it has the intention and ability to hold these financial assets for the foreseeable future or until maturity at the date of reclassification.

Reclassifications are made at fair value as of the reclassification date. Fair value becomes the new cost or amortised cost as applicable, and no reversals of fair value gains or losses recorded before reclassification date are subsequently made.

Effective interest rates for financial assets reclassified to loans and receivables and held-to-maturity categories are determined at the reclassification date. Further increases in estimates of cash flows adjust effective interest rates prospectively.

General Accounting & Measurement of Financial Instruments:

(i) Initial Recognition

Investments are initially recognised (and measured) at fair value, plus in the case of investments not at "fair value through profit or loss", directly attributable transactions costs

Purchases and sales of investments are recognised on trade-date - the date on which the Council commits to purchase or sell the asset.

Financial assets are derecognised when the rights to receive cash flows from the financial assets have expired or have been transferred and the Council has transferred substantially all the risks and rewards of ownership.

(ii) Subsequent Measurement

Available-for-sale financial assets and financial assets at fair value through profit and loss are subsequently carried at fair value.

Loans and receivables and held-to-maturity investments are carried at amortised cost using the effective interest method.

Realised and unrealised gains and losses arising from changes in the fair value of the financial assets classified as "**fair value through profit or loss**"

category are included in the income statement in the period in which they arise.

Unrealised gains and losses arising from changes in the fair value of non monetary securities classified as "**available-for-sale**" are recognised in equity in the available-for-sale investments revaluation reserve.

When securities classified as "**available-for-sale**" are sold or impaired, the accumulated fair value adjustments are included in the income statement as gains and losses from investment securities.

Impairment

Council assesses at each balance date whether there is objective evidence that a financial asset or group of financial assets is impaired.

A financial asset or a group of financial assets is impaired and impairment losses are incurred only if there is objective evidence of impairment as a result of one or more events that occurred after the initial recognition of the asset (a 'loss event') and that loss event (or events) has an impact on the estimated future cash flows of the financial asset or group of financial assets that can be reliably estimated.

In the case of equity securities classified as available-for-sale, a significant or prolonged decline in the fair value of a security below its cost is considered in determining whether the security is impaired.

If any such evidence exists for available-for-sale financial assets, the cumulative loss - measured as the difference between the acquisition cost and the current fair value, less any impairment loss on that financial asset previously recognised in profit and loss - is removed from equity and recognised in the income statement.

Impairment losses recognised in the income statement on equity instruments are not reversed through the income statement.

(iii) Types of Investments

Council has an approved Investment Policy in order to undertake its investment of money in accordance with (and to comply with) Section 625 of the Local Government Act and S212 of the LG (General) Regulation 2005.

Manly Council

Notes to the Financial Statements

for the financial year ended 30 June 2012

Note 1. Summary of Significant Accounting Policies (continued)

Investments are placed and managed in accordance with the Policy and having particular regard to authorised investments prescribed under the Ministerial Local Government Investment Order.

Council maintains its investment Policy in compliance with the Act and ensures that it or its representatives exercise care, diligence and skill that a prudent person would exercise in investing Council funds.

Council amended its policy following revisions to the Ministerial Local Government Investment Order arising from the Cole Inquiry recommendations. Certain investments that Council holds are no longer prescribed (eg. managed funds, CDOs, and equity linked notes), however they have been retained under grandfathering provisions of the Order. These will be disposed of when most financially advantageous to Council.

(g) Fair value estimation

The fair value of financial assets and financial liabilities must be estimated for recognition and measurement or for disclosure purposes.

The fair value of financial instruments traded in active markets is based on quoted market prices at the balance sheet date.

The fair value of financial instruments that are not traded in an active market is determined using valuation techniques.

Council uses a variety of methods and makes assumptions that are based on market conditions existing at each balance date.

Quoted market prices or dealer quotes for similar instruments are used for long-term debt instruments held.

If the market for a financial asset is not active (and for unlisted securities), the Council establishes fair value by using valuation techniques.

These include reference to the fair values of recent arm's length transactions, involving the same instruments or other instruments that are substantially the same, discounted cash flow analysis, and option pricing models refined to reflect the issuer's specific circumstances.

The nominal value less estimated credit adjustments of trade receivables and payables are assumed to approximate their fair values.

The fair value of financial liabilities for disclosure purposes is estimated by discounting the future contractual cash flows at the current market interest rate that is available to the Council for similar financial instruments.

(h) Receivables

Receivables are initially recognised at fair value and subsequently measured at amortised cost, less any provision for impairment.

Receivables (excluding Rates & Annual Charges) are generally due for settlement no more than 30 days from the date of recognition.

The collectibility of receivables is reviewed on an ongoing basis. Debts which are known to be uncollectible are written off in accordance with Council's policy.

A provision for impairment (ie. an allowance account) relating to receivables is established when there is objective evidence that the Council will not be able to collect all amounts due according to the original terms of each receivable.

The amount of the provision is the difference between the asset's carrying amount and the present value of estimated future cash flows, discounted at the effective interest rate.

Impairment losses are recognised in the Income Statement within other expenses.

When a receivable for which an impairment allowance had been recognised becomes uncollectible in a subsequent period, it is written off against the allowance account.

Subsequent recoveries of amounts previously written off are credited against other expenses in the income statement.

Manly Council

Notes to the Financial Statements

for the financial year ended 30 June 2012

Note 1. Summary of Significant Accounting Policies (continued)

(i) Inventories

Raw Materials and Stores, Work in Progress and Finished Goods

Raw materials and stores, work in progress and finished goods in respect of business undertakings are all stated at the lower of cost and net realisable value.

Cost comprises direct materials, direct labour and an appropriate proportion of variable and fixed overhead expenditure, the latter being allocated on the basis of normal operating capacity.

Costs are assigned to individual items of inventory on the basis of weighted average costs.

Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

Inventories held in respect of non-business undertakings have been valued at cost subject to adjustment for loss of service potential.

Land Held for Resale/Capitalisation of Borrowing Costs

Land held for resale is stated at the lower of cost and net realisable value.

Cost is assigned by specific identification and includes the cost of acquisition, and development and borrowing costs during development.

When development is completed borrowing costs and other holding charges are expensed as incurred.

Borrowing costs included in the cost of land held for resale are those costs that would have been avoided if the expenditure on the acquisition and development of the land had not been made.

Borrowing costs incurred while active development is interrupted for extended periods are recognised as expenses.

(j) Infrastructure, Property, Plant and Equipment (I,PP&E)

Acquisition of assets

Council's non current assets have been progressively revalued to fair value in accordance with a staged implementation as advised by the Division of Local Government.

At balance date, the following classes of I,PP&E were stated at their Fair Value;

- **Operational Land** (External Valuation)
- **Buildings – Specialised/Non Specialised** (Internal Valuation)
- **Plant and Equipment** (as approximated by depreciated historical cost)
- **Roads Assets incl. roads, bridges & footpaths** (Internal Valuation)
- **Drainage Assets** (Internal Valuation)
- **Community Land** (Valuation based on NSW Valuer General's valuation base date 1/07/2008 where available. Request for remaining valuations has been lodged. For lands with no Valuer General's valuation, external valuation has been used.)
- **Land Improvements** (Internal Valuation)
- **Other Structures** (Internal Valuation)
- **Other Assets** (Internal Valuation)

Initial Recognition

On initial recognition, an assets cost is measured at its fair value, plus all expenditure that is directly attributable to the acquisition.

Where settlement of any part of an asset's cash consideration is deferred, the amounts payable in the future are discounted to their present value as at the date of recognition (ie. date of exchange) of the asset to arrive at fair value.

The discount rate used is the Council's incremental borrowing rate, being the rate at which a similar

Manly Council

Notes to the Financial Statements

for the financial year ended 30 June 2012

Note 1. Summary of Significant Accounting Policies (continued)

borrowing could be obtained from an independent financier under comparable terms and conditions.

Where infrastructure, property, plant and equipment assets are acquired for no cost or for an amount other than cost, the assets are recognised in the financial statements at their fair value at acquisition date - being the amount that the asset could have been exchanged between knowledgeable willing parties in an arm's length transaction.

Subsequent costs

Subsequent costs are included in the asset's carrying amount or recognised as a separate asset, as appropriate, only when it is probable that future economic benefits associated with the item will flow to Council and the cost of the item can be measured reliably.

All other repairs and maintenance are charged to the income statement during the financial period in which they are incurred.

Asset Revaluations (including Indexation)

In accounting for Asset Revaluations relating to Infrastructure, Property, Plant & Equipment:

- Increases in the carrying amounts arising on revaluation are credited to the asset revaluation reserve.
- To the extent that the increase reverses a decrease previously recognised via the profit or loss, then increase is first recognised in profit or loss.
- Decreases that reverse previous increases of the same asset are first charged against revaluation reserves directly in equity to the extent of the remaining reserve attributable to the asset, with all other decreases charged to the Income Statement.

For all other assets, Council assesses at each reporting date whether there is any indication that a revalued asset's carrying amount may differ materially from that which would be determined if the asset were revalued at the reporting date.

If any such indication exists, Council determines the asset's fair value and revalues the asset to that amount.

Full revaluations are undertaken for all assets on a 5 year cycle.

Capitalisation Thresholds

Items of infrastructure, property, plant and equipment are not capitalised unless their cost of acquisition exceeds the following;

Land	
- council land	100% Capitalised
- open space	100% Capitalised
- land under roads (purchases after 30/6/08)	100% Capitalised

Plant & Equipment	
Office Furniture	> \$1,000
Office Equipment	> \$1,000
Other Plant & Equipment	> \$1,000

Buildings & Land Improvements	
Park Furniture & Equipment	> \$2,000

Building	
- construction/extensions	100% Capitalised
- renovations	> \$5,000
Other Structures	
	> \$5,000

Stormwater Assets	
Drainage Infrastructure	> \$10,000

Transport Assets	
Road construction & reconstruction	> \$10,000

Depreciation

Depreciation on Council's infrastructure, property, plant and equipment assets is calculated using the straight line method in order to allocate an assets cost (net of residual values) over its estimated useful life.

Land is not depreciated.

Estimated useful lives for Council's I,PP&E include:

Plant & Equipment	
- Office furniture	10 years
- Computer Equipment	4 to 5 years
- Vehicles, Light Plant & Other Plant	5 years
- Heavy Plant/Earthmoving equip.	6 years

Manly Council

Notes to the Financial Statements

for the financial year ended 30 June 2012

Note 1. Summary of Significant Accounting Policies (continued)

Other Equipment	
- Playground equipment	5 years
- Benches, seats etc	10 to 20 years
Buildings	
- Buildings	50 to 100 years
Stormwater Drainage	
- Pollution Devices	30 years
- Drainage Pits	30 years
- Drainage Pipes & Culverts	100 years
- Concrete Channels	70 years
Transportation Assets	
- Sealed Roads : Surface	15 years
- Sealed Roads : Structure	100 years
- Footpaths	30 to 50 years
- Kerb, Channel & Gutter	70 years

All asset residual values and useful lives are reviewed and adjusted (where appropriate), at each balance sheet date.

An asset's carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount – refer Note 1(s) on Asset Impairment.

Disposal and De-recognition

An item of property, plant and equipment is derecognised upon disposal or when no further future economic benefits are expected from its use or disposal.

Any gain or loss arising on derecognition of the asset (calculated as the difference between the net disposal proceeds and the carrying amount of the asset) is included in Council's Income Statement in the year the asset is derecognised.

(k) Land

Land (other than Land under Roads) is in accordance with Part 2 of Chapter 6 of the Local Government Act (1993) classified as either Operational or Community.

This classification of Land is disclosed in Note 9(a).

(l) Land under roads

Land under roads is land under roadways and road reserves including land under footpaths, nature strips and median strips.

Council has elected not to recognise land under roads acquired before 1 July 2008 in accordance with AASB 1051.

Land under roads acquired after 1 July 2008 is recognised in accordance with AASB 116 – Property, Plant and Equipment.

(m) Intangible Assets

Council's interest in Kimbriki Waste Services Access Rights is recognised as an Intangible Asset and will be amortised over the life of the asset

(n) Crown Reserves

Crown Reserves under Council's care and control are recognised as assets of the Council.

While ownership of the reserves remains with the Crown, Council retains operational control of the reserves and is responsible for their maintenance and use in accordance with the specific purposes to which the reserves are dedicated.

Improvements on Crown Reserves are also recorded as assets, while maintenance costs incurred by Council and revenues relating the reserves are recognised within Council's Income Statement.

Representations are currently being sought across State and Local Government to develop a consistent accounting treatment for Crown Reserves across both tiers of government.

(o) Non-Current Assets (or Disposal Groups) "Held for Sale" & Discontinued Operations

Non-current assets (or disposal groups) are classified as held for sale and stated at the lower of either (i) their carrying amount and (ii) fair value less costs to sell, if their carrying amount will be

Manly Council

Notes to the Financial Statements

for the financial year ended 30 June 2012

Note 1. Summary of Significant Accounting Policies (continued)

recovered principally through a sale transaction rather than through continuing use.

The exception to this is plant and motor vehicles which are turned over on a regular basis. Plant and motor vehicles are retained in Non Current Assets under the classification of Infrastructure, Property, Plant and Equipment - unless the assets are to be traded in after 30 June and the replacement assets were already purchased and accounted for as at 30 June.

For any assets or disposal groups classified as Non-Current Assets "held for sale", an impairment loss is recognised at any time when the assets carrying value is greater than its fair value less costs to sell.

Non-current assets "held for sale" are not depreciated or amortised while they are classified as "held for sale".

Non-current assets classified as "held for sale" are presented separately from the other assets in the balance sheet.

A Discontinued Operation is a component of the entity that has been disposed of or is classified as "held for sale" and that represents a separate major line of business or geographical area of operations, is part of a single co-ordinated plan to dispose of such a line of business or area of operations, or is a subsidiary acquired exclusively with a view to resale.

The results of discontinued operations are presented separately on the face of the income statement.

(p) Impairment of assets

All Council's I,PP&E is subject to an annual assessment of impairment.

Assets that are subject to amortisation are reviewed for impairment whenever events or changes in circumstances indicate that the carrying amount may not be recoverable.

An impairment loss is recognised for the amount by which the asset's carrying amount exceeds its recoverable amount.

The recoverable amount is the higher of an asset's fair value less costs to sell and value in use.

For non-cash generating assets of Council such as roads, drains, public buildings etc - value in use is represented by the "deprival value" of the asset which is approximated as its written down replacement cost.

Other assets are tested for impairment whenever events or changes in circumstances indicate that the carrying amount may not be recoverable.

Goodwill & other Intangible Assets that have an indefinite useful life and are not subject to amortisation are tested annually for impairment.

(q) Payables

These amounts represent liabilities and include goods and services provided to the Council prior to the end of financial year which are unpaid.

The amounts for goods and services are unsecured and are usually paid within 30 days of recognition.

(r) Borrowings

Borrowings are initially recognised at fair value, net of transaction costs incurred.

Borrowings are subsequently measured at amortised cost.

Amortisation results in any difference between the proceeds (net of transaction costs) and the redemption amount being recognised in the Income Statement over the period of the borrowings using the effective interest method.

Borrowings are removed from the balance sheet when the obligation specified in the contract is discharged, cancelled or expired.

Borrowings are classified as current liabilities unless the Council has an unconditional right to defer settlement of the liability for at least 12 months after the balance sheet date.

Manly Council

Notes to the Financial Statements

for the financial year ended 30 June 2012

Note 1. Summary of Significant Accounting Policies (continued)

(s) Borrowing costs

Borrowing costs are expensed, except to the extent that they are incurred during the construction of qualifying assets.

Borrowing costs incurred for the construction of any qualifying asset are capitalised during the period of time that is required to complete and prepare the asset for its intended use or sale.

(t) Provisions

Provisions for legal claims, service warranties and other like liabilities are recognised when:

- Council has a present legal or constructive obligation as a result of past events;
- it is more likely than not that an outflow of resources will be required to settle the obligation; and
- the amount has been reliably estimated.

Provisions are not recognised for future operating losses.

Where there are a number of similar obligations, the likelihood that an outflow will be required in settlement is determined by considering the class of obligations as a whole.

A provision is recognised even if the likelihood of an outflow with respect to any one item included in the same class of obligations may be small.

Provisions are measured at the present value of management's best estimate of the expenditure required to settle the present obligation at the reporting date.

The discount rate used to determine the present value reflects current market assessments of the time value of money and the risks specific to the liability.

The increase in the provision due to the passage of time is recognised as interest expense.

(u) Employee benefits

(i) Short Term Obligations

Short term employee benefit obligations include liabilities for wages and salaries (including non-monetary benefits), annual leave and vesting sick leave expected to be settled within the 12 months after the reporting period.

Leave liabilities are recognised in the provision for employee benefits in respect of employees' services up to the reporting date with other short term employee benefit obligations disclosed under payables.

These provisions are measured at the amounts expected to be paid when the liabilities are settled.

Liabilities for non vesting sick leave are recognised at the time when the leave is taken and measured at the rates paid or payable, and accordingly no Liability has been recognised in these reports.

Wages & salaries, annual leave and vesting sick leave are all classified as Current Liabilities.

(ii) Other Long Term Obligations

The liability for all long service and annual leave in respect of services provided by employees up to the reporting date (which is not expected to be settled within the 12 months after the reporting period) are recognised in the provision for employee benefits.

These liabilities are measured at the present value of the expected future payments to be made using the projected unit credit method.

Consideration is given to expected future wage and salary levels, experience of employee departures and periods of service.

Expected future payments are then discounted using market yields at the reporting date based on national government bonds with terms to maturity and currency that match as closely as possible the estimated future cash outflows.

Due to the nature of when and how Long Service Leave can be taken, all Long Service Leave for employees with 4 or more years of service has been classified as Current, as it has been deemed that Council does not have the unconditional right to defer

Manly Council

Notes to the Financial Statements

for the financial year ended 30 June 2012

Note 1. Summary of Significant Accounting Policies (continued)

settlement beyond 12 months – even though it is not anticipated that all employees with more than 4 years service (as at reporting date) will apply for and take their leave entitlements in the next 12 months.

(iii) Retirement benefit obligations

All employees of the Council are entitled to benefits on retirement, disability or death.

Council contributes to various defined benefit plans and defined contribution plans on behalf of its employees.

Defined Benefit Plans

A liability or asset in respect of defined benefit superannuation plans would ordinarily be recognised in the balance sheet, and measured as the present value of the defined benefit obligation at the reporting date plus unrecognised actuarial gains (less unrecognised actuarial losses) less the fair value of the superannuation fund's assets at that date and any unrecognised past service cost.

The present value of the defined benefit obligation is based on expected future payments which arise from membership of the fund to the reporting date, calculated annually by independent actuaries using the projected unit credit method. Consideration is given to expected future wage and salary levels, experience of employee departures and periods of service.

However, when this information is not reliably available, Council can account for its obligations to defined benefit plans on the same basis as its obligations to defined contribution plans – i.e. as an expense when they become payable.

Council is party to an Industry Defined Benefit Plan under the Local Government Superannuation Scheme, named the "Local Government Superannuation Scheme – Pool B"

This Scheme has been deemed to be a "multi employer fund" for the purposes of AASB 119.

Sufficient information is not available to account for the Scheme as a defined benefit plan (in accordance with AASB 119) because the assets to the scheme are pooled together for all Councils.

Accordingly, Council's contributions to the scheme for the current reporting year have been recognised as an expense and disclosed as part of Superannuation Expenses at Note 4(a).

The Local Government Superannuation Scheme has advised member councils that, as a result of the global financial crisis, it has a significant deficiency of assets over liabilities. As a result, they have asked for significant increases in future contributions to recover that deficiency.

Council's share of that deficiency cannot be accurately calculated as the Scheme is a mutual arrangement where assets and liabilities are pooled together for all member councils.

For this reason, no liability for the deficiency has been recognised in these financial statements.

Council has, however, disclosed a contingent liability in note 18 to reflect the possible obligation that may arise should the Scheme require immediate payment to correct the deficiency.

Defined Contribution Plans

Contributions to Defined Contribution Plans are recognised as an expense as they become payable. Prepaid contributions are recognised as an asset to the extent that a cash refund or a reduction in the future payments is available.

(iv) Employee Benefit On-Costs

Council has recognised at year end the aggregate on-cost liabilities arising from employee benefits, and in particular those on-cost liabilities that will arise when payment of current employee benefits is made in future periods.

These amounts include Superannuation and Workers Compensation expenses which will be payable upon the future payment of certain Leave Liabilities accrued as at 30/6/12.

(v) Self insurance

Council does not self insure.

Manly Council

Notes to the Financial Statements

for the financial year ended 30 June 2012

Note 1. Summary of Significant Accounting Policies (continued)

(w) Allocation between current and non-current assets & liabilities

In the determination of whether an asset or liability is classified as current or non-current, consideration is given to the time when each asset or liability is expected to be settled.

The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Council's operational cycle.

Exceptions

In the case of liabilities where Council does not have the unconditional right to defer settlement beyond 12 months (such as vested long service leave), the liability is classified as current even if not expected to be settled within the next 12 months.

In the case of inventories that are "held for trading", these are also classified as current even if not expected to be realised in the next 12 months.

(x) Taxes

The Council is exempt from both Commonwealth Income Tax and Capital Gains Tax.

Council does however have to comply with both Fringe Benefits Tax and Goods and Services Tax (GST).

Goods & Services Tax (GST)

Income, expenses and assets are all recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Tax Office (ATO).

In these circumstances the GST is recognised as part of the cost of acquisition of the asset or as part of the revenue / expense.

Receivables and payables within the Balance Sheet are stated inclusive of any applicable GST.

The net amount of GST recoverable from or payable to the ATO is included as a current asset or current liability in the Balance Sheet.

Operating cash flows within the Cash Flow Statement are on a gross basis, ie. they are inclusive of GST where applicable.

Investing and Financing cash flows are treated on a net basis (where recoverable from the ATO), ie. they are exclusive of GST. Instead, the GST component of investing and financing activity cash flows which are recoverable from or payable to the ATO are classified as operating cash flows.

Commitments and contingencies are disclosed net of the amount of GST recoverable from (or payable to) the ATO.

(y) New accounting standards and UIG interpretations

Certain new (or amended) accounting standards and interpretations have been published that are not mandatory for reporting periods ending 30 June 2012.

Council has not adopted any of these standards early.

Council's assessment of the impact of these new standards and interpretations is set out below.

Applicable to Local Government with implications:

AASB 9 Financial Instruments, AASB 2009 11 Amendments to Australian Accounting Standards arising from AASB 9 and AASB 2010-7 Amendments to Australian Accounting Standards arising from AASB 9 (December 2010) (effective from 1 January 2013)

AASB 9 Financial Instruments addresses the classification, measurement and derecognition of financial assets and financial liabilities.

The standard is not applicable until 1 January 2013 but is available for early adoption.

When adopted, the standard will affect in particular the Council's accounting for its available-for-sale financial assets, since AASB 9 only permits the recognition of fair value gains and losses in other comprehensive income if they relate to equity investments that are not held for trading. Fair value gains and losses on available-for-sale debt

Manly Council

Notes to the Financial Statements

for the financial year ended 30 June 2012

Note 1. Summary of Significant Accounting Policies (continued)

investments, for example, will therefore have to be recognised directly in profit or loss.

There will be no impact on Council's accounting for financial liabilities, as the new requirements only affect the accounting for financial liabilities that are designated at fair value through profit or loss and Council does not have any such liabilities.

The derecognition rules have been transferred from AASB 139 Financial Instruments: Recognition and Measurement and have not been changed

AASB 10 - Consolidated Financial Statements, AASB 11 - Joint Arrangements, AASB 12 - Disclosure of Interests in Other Entities, revised AASB 127 - Separate Financial Statements and AASB 128 - Investments in Associates and Joint Ventures and AASB 2011-7 Amendments to Australian Accounting Standards arising from the Consolidation and Joint Arrangements Standards (effective 1 January 2013)

In August 2011, the AASB issued a suite of five new and amended standards which address the accounting for joint arrangements, consolidated financial statements and associated disclosures.

AASB 10 replaces all of the guidance on control and consolidation in AASB 127 Consolidated and Separate Financial Statements, and Interpretation 12 Consolidation – Special Purpose Entities.

The core principle that a consolidated entity presents a parent and its subsidiaries as if they are a single economic entity remains unchanged, as do the mechanics of consolidation.

However, the standard introduces a single definition of control that applies to all entities.

It focuses on the need to have both power and rights or exposure to variable returns.

Power is the current ability to direct the activities that significantly influence returns. Returns must vary and can be positive, negative or both. Control exists when the investor can use its power to affect the amount of its returns.

There is also new guidance on participating and protective rights and on agent/principal relationships. Council does not expect the new standard to have a significant impact on its composition.

AASB 11 introduces a principles based approach to accounting for joint arrangements.

The focus is no longer on the legal structure of joint arrangements, but rather on how rights and obligations are shared by the parties to the joint arrangement.

Based on the assessment of rights and obligations, a joint arrangement will be classified as either a joint operation or a joint venture.

Joint ventures are accounted for using the equity method, and the choice to proportionately consolidate will no longer be permitted.

Parties to a joint operation will account their share of revenues, expenses, assets and liabilities in much the same way as under the previous standard.

AASB 11 also provides guidance for parties that participate in joint arrangements but do not share joint control.

Council's investment in the joint venture partnership will be classified as a joint venture under the new rules.

As Council already applies the equity method in accounting for this investment, AASB 11 will not have any impact on the amounts recognised in its financial statements.

AASB 12 sets out the required disclosures for entities reporting under the two new standards, AASB 10 and AASB 11, and replaces the disclosure requirements currently found in AASB 127 and AASB 128.

Application of this standard by Council will not affect any of the amounts recognised in the financial statements, but will impact the type of information disclosed in relation to Council's investments.

Amendments to AASB 128 provide clarification that an entity continues to apply the equity method and does not remeasure its retained interest as part of ownership changes where a joint venture becomes an associate, and vice versa. The amendments also introduce a "partial disposal" concept. Council is still assessing the impact of these amendments.

Council does not expect to adopt the new standards before their operative date. They would therefore be

Manly Council

Notes to the Financial Statements

for the financial year ended 30 June 2012

Note 1. Summary of Significant Accounting Policies (continued)

first applied in the financial statements for the annual reporting period ending 30 June 2014.

AASB 13 Fair Value Measurement and AASB 2011-8 Amendments to Australian Accounting Standards arising from AASB 13 (effective 1 January 2013)

AASB 13 was released in September 2011.

It explains how to measure fair value and aims to enhance fair value disclosures. Council has yet to determine which, if any, of its current measurement techniques will have to change as a result of the new guidance.

It is therefore not possible to state the impact, if any, of the new rules on any of the amounts recognised in the financial statements. However, application of the new standard will impact the type of information disclosed in the notes to the financial statements.

Council does not intend to adopt the new standard before its operative date, which means that it would be first applied in the annual reporting period ending 30 June 2014.

Applicable to Local Government but no implications for Council;

None

Applicable to Local Government but not relevant to Council at this stage;

Revised AASB 119 Employee Benefits, AASB 2011-10 Amendments to Australian Accounting Standards arising from AASB 119 (September 2011) and AASB 2011-11 Amendments to AASB 119 (September 2011) arising from Reduced Disclosure Requirements (effective 1 January 2013)

In September 2011, the AASB released a revised standard on accounting for employee benefits.

It requires the recognition of all remeasurements of defined benefit liabilities/assets immediately in other comprehensive income (removal of the so-called 'corridor' method) and the calculation of a net interest expense or income by applying the discount rate to the net defined benefit liability or asset.

This replaces the expected return on plan assets that is currently included in profit or loss.

The standard also introduces a number of additional disclosures for defined benefit liabilities/assets and could affect the timing of the recognition of termination benefits.

The amendments will have to be implemented retrospectively.

Council does not recognise defined benefit assets and liabilities for the reasons set out in note 1 (s)(iii) and so these changes will not have an impact on its reported results.

Not applicable to Local Government per se;

None

There are no other standards that are not yet effective and that are expected to have a material impact on the entity in the current or future reporting periods and on foreseeable future transactions.

(z) Rounding of amounts

Unless otherwise indicated, amounts in the financial statements have been rounded off to the nearest thousand dollars.

(aa) Comparative Figures

To ensure comparability with the current reporting period's figures, some comparative period line items and amounts may have been reclassified or individually reported for the first time within these financial statements and/or the notes.

(ab) Disclaimer

Nothing contained within these statements may be taken to be an admission of any liability to any person under any circumstance.

Manly Council

Notes to the Financial Statements

for the financial year ended 30 June 2012

Note 2(a). Council Functions / Activities - Financial Information

Functions/Activities	Income, Expenses and Assets have been directly attributed to the following Functions / Activities. Details of these Functions/Activities are provided in Note 2(b).												
	Income from Continuing Operations			Expenses from Continuing Operations			Operating Result from Continuing Operations			Grants included in Income from Continuing Operations		Total Assets held (Current & Non-current)	
	Original Budget	Actual	Actual	Original Budget	Actual	Actual	Original Budget	Actual	Actual	Actual	Actual	Actual	Actual
	2012	2012	2011	2012	2012	2011	2012	2012	2011	2012	2011	2012	2011
Governance	-	-	-	3,399	2,621	2,681	(3,399)	(2,621)	(2,681)	99	97	-	-
Administration	3,685	4,840	5,965	10,451	13,703	12,516	(6,766)	(8,863)	(6,551)	-	-	20,931	71,046
Public Order & Safety	3,209	2,781	2,779	4,308	4,360	4,394	(1,099)	(1,579)	(1,615)	-	-	15,213	15,739
Health	132	113	148	792	841	812	(660)	(728)	(664)	4	5	845	826
Environment	10,791	9,517	10,071	14,399	13,059	12,660	(3,608)	(3,542)	(2,589)	380	1,565	-	-
Community Services & Education	4,250	4,054	3,996	5,331	5,064	4,864	(1,081)	(1,010)	(868)	1,550	1,645	16,680	12,616
Housing & Community Amenities	323	240	165	2,513	2,572	2,863	(2,190)	(2,332)	(2,698)	187	22	21,469	21,050
Recreation & Culture	2,295	1,871	2,186	8,577	9,037	8,836	(6,282)	(7,166)	(6,650)	351	352	337,170	278,820
Mining, Manufacturing & Construction	969	745	865	2,333	3,157	2,897	(1,364)	(2,412)	(2,032)	-	-	-	-
Transport & Communication	6,076	6,901	7,076	3,455	3,752	3,714	2,621	3,149	3,362	296	612	294,698	304,704
Economic Affairs	491	318	450	1,261	1,256	1,109	(770)	(938)	(659)	-	-	2,137	2,257
Total Functions & Activities	32,221	31,380	33,701	56,819	59,422	57,346	(24,598)	(28,042)	(23,645)	2,867	4,298	709,143	707,058
Share of gains/(losses) in Associates & Joint Ventures (using the Equity Method)	-	291	240	-	-	-	-	291	240	-	-	1,680	1,481
General Purpose Income ¹	26,181	26,254	25,344	-	-	-	26,181	26,254	25,344	1,571	1,235	-	-
Net Operating Result	58,402	57,925	59,285	56,819	59,422	57,346	1,583	(1,497)	1,939	4,438	5,533	710,823	708,539

1. Includes: Rates & Annual Charges (incl. Ex-Gratia), Untied General Purpose Grants & Unrestricted Interest & Investment Income.

Manly Council

Notes to the Financial Statements

for the financial year ended 30 June 2012

Note 2(b). Council Functions / Activities - Component Descriptions

Details relating to the Council's functions / activities as reported in Note 2(a) are as follows:

GOVERNANCE

Costs relating to the Council's role as a component of democratic government, including elections, members' fees and expenses, subscriptions to local authority associations, meetings of council and policy making committees, area representation and public disclosure and compliance.

ADMINISTRATION

Corporate Support and Other Support Services (not otherwise attributed to the listed functions / activities).

PUBLIC ORDER & SAFETY

Fire protection, animal control, beach control, enforcement of local government regulations, emergency services, other.

HEALTH

Inspection, immunisations, food control, health centres, other, administration.

ENVIRONMENT

Noxious plants and insect/vermin control, other environmental protection, solid waste management, street cleaning, drainage, stormwater management.

COMMUNITY SERVICES & EDUCATION

Administration, family day care, child care, youth services, other family and children, aged and disabled, migrant services, Aboriginal services, other community services, education.

HOUSING & COMMUNITY AMENITIES

Housing, town planning, street lighting, other sanitation and garbage, public cemeteries, public conveniences, other community amenities.

RECREATION & CULTURE

Public libraries, museums, art galleries, community centres, public halls, other cultural services, swimming pools, sporting grounds, parks and gardens (lakes), other sport and recreation.

MINING, MANUFACTURING & CONSTRUCTION

Building control, abattoirs, quarries & pits, other.

TRANSPORT & COMMUNICATION

Urban roads, sealed rural roads, unsealed rural roads, bridges, footpaths, aerodromes, parking areas, bus shelters and services, water transport, RTA works, other.

ECONOMIC AFFAIRS

Camping areas, caravan parks, tourism and area promotion, industrial development promotion, saleyards and markets, real estate development, commercial nurseries, other business undertakings.

Manly Council

Notes to the Financial Statements for the financial year ended 30 June 2012

Note 3. Income from Continuing Operations

\$ '000	Notes	Actual 2012	Actual 2011
(a). Rates & Annual Charges			
Ordinary Rates			
Residential		19,458	18,896
Business		4,346	4,298
Total Ordinary Rates		23,804	23,194
Special Rates			
Business		1,143	1,145
Total Special Rates		1,143	1,145
Annual Charges (pursuant to s.496, s.496A, s.496B, s.501 & s.611)			
Domestic Waste Management Services		8,637	8,166
Stormwater Management Services		358	357
Section 611 Charges		27	26
Total Annual Charges		9,022	8,549
TOTAL RATES & ANNUAL CHARGES		33,969	32,888

Council has used 2008 year valuations provided by the NSW Valuer General in calculating its rates.

Manly Council

Notes to the Financial Statements for the financial year ended 30 June 2012

Note 3. Income from Continuing Operations (continued)

\$ '000	Notes	Actual 2012	Actual 2011
(b). User Charges & Fees			
Specific User Charges (per s.502 - Specific "actual use" charges)			
Waste Management Services (non-domestic)		9	10
Total User Charges		9	10
Other User Charges & Fees			
(i) Fees & Charges - Statutory & Regulatory Functions (per s.608)			
Inspections		59	75
Planning & Building Regulation		961	1,128
Total Fees & Charges - Statutory/Regulatory		1,020	1,203
(ii) Fees & Charges - Other (incl. General User Charges) (per s.608)			
Admission & Service Fees		2,770	2,343
Filming		8	13
Footpath Rental		909	989
Licence - Advertising Signs		423	415
Parking Fees		4,725	4,472
Rental & Hire of Non-Investment Property		180	223
RMS (formerly RTA) Charges (State Roads not controlled by Council)		859	1,116
Sponsorships		22	111
Swimming Centres		935	975
Other		190	145
Total Fees & Charges - Other		11,021	10,802
TOTAL USER CHARGES & FEES		12,050	12,015

Manly Council

Notes to the Financial Statements for the financial year ended 30 June 2012

Note 3. Income from Continuing Operations (continued)

\$ '000	Notes	Actual 2012	Actual 2011
(c). Interest & Investment Revenue (incl. losses)			
Interest & Dividends			
- Interest on Overdue Rates & Annual Charges		125	86
- Interest earned on Investments (interest & coupon payment income)		763	756
Fair Value Adjustments			
- Fair Valuation movements in Investments (at FV or Held for Trading)		144	205
<u>TOTAL INTEREST & INVESTMENT REVENUE</u>		<u>1,032</u>	<u>1,047</u>
Interest Revenue is attributable to:			
Unrestricted Investments/Financial Assets:			
Overdue Rates & Annual Charges (General Fund)		125	86
General Council Cash & Investments		835	871
Restricted Investments/Funds - External:			
Development Contributions			
- Section 94		28	46
Restricted Investments/Funds - Internal:			
Internally Restricted Assets		44	44
Total Interest & Investment Revenue Recognised		<u>1,032</u>	<u>1,047</u>
(d). Other Revenues			
Fines		2,698	2,759
Legal Fees Recovery - Rates & Charges (Extra Charges)		65	55
Legal Fees Recovery - Other		46	44
Commissions & Agency Fees		7	7
Diesel Rebate		36	40
Food & Wine / Jazz Festival Income		97	275
Insurance Claim Recoveries		40	327
Lease Rental		1,739	1,732
Recycling Income (non domestic)		7	7
Sales - General		147	61
Meals On Wheels		150	-
Other		217	162
<u>TOTAL OTHER REVENUE</u>		<u>5,249</u>	<u>5,469</u>

Manly Council

Notes to the Financial Statements for the financial year ended 30 June 2012

Note 3. Income from Continuing Operations (continued)

\$ '000	2012 Operating	2011 Operating	2012 Capital	2011 Capital
(e). Grants				
General Purpose (Untied)				
Financial Assistance	1,441	1,106	-	-
Pensioners' Rates Subsidies - General Component	130	129	-	-
Total General Purpose	1,571	1,235	-	-
Specific Purpose				
Pensioners' Rates Subsidies:				
- Domestic Waste Management	63	62	-	-
Community Care	1,605	1,219	-	-
Community Infrastructure	-	-	-	420
Employment & Training Programs	30	-	-	-
Environmental Programs	363	1,450	-	-
Heritage & Cultural	60	368	-	-
Library - per capita	78	-	-	-
Library - special projects	31	-	-	-
Recreation & Culture	59	59	194	149
Street Lighting	100	97	-	-
Transport (Roads to Recovery)	148	-	-	-
Transport (Other Roads & Bridges Funding)	59	188	-	211
Other	77	-	-	75
Total Specific Purpose	2,673	3,443	194	855
Total Grants	4,244	4,678	194	855
Grant Revenue is attributable to:				
- Commonwealth Funding	1,589	1,106	-	-
- State Funding	2,555	3,475	-	-
- Other Funding	100	97	194	855
	4,244	4,678	194	855

Manly Council

Notes to the Financial Statements
for the financial year ended 30 June 2012

Note 3. Income from Continuing Operations (continued)

\$ '000	2012 Operating	2011 Operating	2012 Capital	2011 Capital
(f). Contributions				
Developer Contributions:				
(s93 & s94 - EP&A Act, s64 of the NSW LG Act):				
S 94 - Contributions towards amenities/services	-	-	608	1,555
Total Developer Contributions	-	-	608	1,555
	17			
Other Contributions:				
Community Services	14	9	-	-
Environmental Programs	(18)	188	-	-
Heritage/Cultural	3	-	-	-
Recreation & Culture	26	156	-	-
RMS Contributions (Regional Roads, Block Grant)	160	185	-	-
Total Other Contributions	185	538	-	-
Total Contributions	185	538	608	1,555
TOTAL GRANTS & CONTRIBUTIONS	4,429	5,216	802	2,410

\$ '000	Actual 2012	Actual 2011
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(g). Restrictions relating to Grants and Contributions**Certain grants & contributions are obtained by Council on condition that they be spent in a specified manner:**

Unexpended at the Close of the Previous Reporting Period	5,210	6,653
add: Grants & contributions recognised in the current period but not yet spent:	1,006	386
less: Grants & contributions recognised in a previous reporting period now spent:	(358)	(1,829)
Net Increase (Decrease) in Restricted Assets during the Period	648	(1,443)
Unexpended and held as Restricted Assets	5,858	5,210
Comprising:		
- Specific Purpose Unexpended Grants	980	546
- Developer Contributions	4,878	4,664
	5,858	5,210

Manly Council

Notes to the Financial Statements for the financial year ended 30 June 2012

Note 4. Expenses from Continuing Operations

\$ '000	Notes	Actual 2012	Actual 2011
(a) Employee Benefits & On-Costs			
Salaries and Wages		22,278	22,262
Travelling		2	3
Employee Leave Entitlements (ELE)		3,801	3,006
Superannuation - Defined Contribution Plans		2,566	2,575
Workers' Compensation Insurance		1,119	1,072
Fringe Benefit Tax (FBT)		134	103
Training Costs (other than Salaries & Wages)		188	187
Other		14	19
Total Employee Costs		30,102	29,227
less: Capitalised Costs		(603)	(1,567)
<u>TOTAL EMPLOYEE COSTS EXPENSED</u>		<u>29,499</u>	<u>27,660</u>
Number of "Equivalent Full Time" Employees at year end		408	413
(b) Borrowing Costs			
(i) Interest Bearing Liability Costs			
Interest on Loans		633	499
Charges relating to Finance Leases		30	101
Total Interest Bearing Liability Costs		663	600
less: Capitalised Costs		(181)	-
Total Interest Bearing Liability Costs Expensed		482	600
<u>TOTAL BORROWING COSTS EXPENSED</u>		<u>482</u>	<u>600</u>

Manly Council

Notes to the Financial Statements

for the financial year ended 30 June 2012

Note 4. Expenses from Continuing Operations (continued)

\$ '000	Notes	Actual 2012	Actual 2011
(c) Materials & Contracts			
Raw Materials & Consumables		12,376	12,826
Contractor & Consultancy Costs		1,893	1,840
Auditors Remuneration ⁽¹⁾		123	67
Legal Expenses:			
- Legal Expenses: Planning & Development		1,005	640
- Legal Expenses: Other		180	268
Total Materials & Contracts		15,577	15,641
TOTAL MATERIALS & CONTRACTS		15,577	15,641

1. Auditor Remuneration

During the year, the following fees were incurred for services provided by the Council's Auditor (& the Auditors of other Consolidated Entities):

(i) Audit and Other Assurance Services

- Audit & review of financial statements: Council's Auditor	51	34
- Other audit & assurance services - Internal Auditor	72	33
Remuneration for audit and other assurance services	123	67

\$ '000	Notes	Impairment Costs		Depreciation/Amortisation	
		Actual 2012	Actual 2011	Actual 2012	Actual 2011
Plant and Equipment		-	-	1,596	1,370
Office Equipment		-	-	865	703
Furniture & Fittings		-	-	409	404
Property, Plant & Equipment - Leased		-	-	118	133
Land Improvements (depreciable)		-	-	1,272	1,282
Buildings - Non Specialised		-	-	524	695
Buildings - Specialised		-	-	653	478
Other Structures		-	-	232	236
Infrastructure:					
- Roads, Bridges & Footpaths		-	-	2,013	1,994
- Stormwater Drainage		-	-	549	543
Other Assets					
- Library Books		-	-	187	187
Intangible Assets	25	-	-	44	44
Total Depreciation & Impairment Costs		-	-	8,462	8,069
TOTAL DEPRECIATION & IMPAIRMENT COSTS EXPENSED		-	-	8,462	8,069

Manly Council

Notes to the Financial Statements for the financial year ended 30 June 2012

Note 4. Expenses from Continuing Operations (continued)

\$ '000	Notes	Actual 2012	Actual 2011
(e) Other Expenses			
Other Expenses for the year include the following:			
Bad & Doubtful Debts		2	29
Bank Charges		191	171
Contributions/Levies to Other Levels of Government		1,087	1,103
Councillor Expenses - Mayoral Fee		36	35
Councillor Expenses - Councillors' Fees		200	191
Councillors' Expenses (incl. Mayor) - Other (excluding fees above)		56	69
Donations, Contributions & Assistance to other organisations (Section 356)		297	217
- Donations, Contributions & Assistance (MOW reimbursement to GF)		(98)	-
Electricity & Heating		640	609
Insurance		1,089	1,156
Postage		84	95
Street Lighting		820	761
Subscriptions & Publications		316	320
Telephone & Communications		239	239
Valuation Fees		65	64
Other - Water Rates & Charges		187	213
Meals on Wheels		86	-
Other		64	51
Total Other Expenses		5,361	5,323
less: Capitalised Costs		-	-
<u>TOTAL OTHER EXPENSES</u>		<u>5,361</u>	<u>5,323</u>

Manly Council

Notes to the Financial Statements

for the financial year ended 30 June 2012

Note 5. Gains or Losses from the Disposal of Assets

\$ '000	Notes	Actual 2012	Actual 2011
Property (excl. Investment Property)			
Proceeds from Disposal - Property		105	33
less: Carrying Amount of Property Assets Sold / Written Off		(175)	(46)
Net Gain/(Loss) on Disposal		(70)	(13)
Plant & Equipment			
Proceeds from Disposal - Plant & Equipment		445	503
less: Carrying Amount of P&E Assets Sold / Written Off		(289)	(453)
Net Gain/(Loss) on Disposal		156	50
Infrastructure			
Proceeds from Disposal - Infrastructure		-	-
less: Carrying Amount of Infrastructure Assets Sold / Written Off		(127)	(90)
Net Gain/(Loss) on Disposal		(127)	(90)
Financial Assets*			
Proceeds from Disposal / Redemptions / Maturities - Financial Assets		302	1,397
less: Carrying Amount of Financial Assets Sold / Redeemed / Matured		(302)	(1,397)
Net Gain/(Loss) on Disposal		-	-
NET GAIN/(LOSS) ON DISPOSAL OF ASSETS		(41)	(53)

Manly Council

Notes to the Financial Statements for the financial year ended 30 June 2012

Note 6a. - Cash Assets and Note 6b. - Investment Securities

\$ '000	Notes	2012 Actual Current	2012 Actual Non Current	2011 Actual Current	2011 Actual Non Current
Cash & Cash Equivalents (Note 6a)					
Cash on Hand and at Bank		1,036	-	2,603	-
Cash-Equivalent Assets ¹					
- Deposits at Call		4,494	-	8,248	-
- Short Term Deposits		5,320	-	500	-
- NCD's, FRN's		-	-	500	-
Total Cash & Cash Equivalents		10,850	-	11,851	-
Investment Securities (Note 6b)					
- Long Term Deposits		1,500	-	-	-
- NCD's, FRN's (with Maturities > 3 months)		923	-	819	-
- CDO's		1,070	-	1,332	-
Total Investment Securities		3,493	-	2,151	-
TOTAL CASH ASSETS, CASH EQUIVALENTS & INVESTMENTS		14,343	-	14,002	-

¹ Those Investments where time to maturity (from date of purchase) is < 3 mths.

Cash, Cash Equivalents & Investments were classified at year end in accordance with AASB 139 as follows:

Cash & Cash Equivalents

a. "At Fair Value through the Profit & Loss"	10,850	-	11,851	-
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Investments

a. "At Fair Value through the Profit & Loss"					
- "Held for Trading"	6(b-i)	1,993	-	2,151	-
- "Designated at Fair Value on Initial Recognition"	6(b-i)	-	-	-	-
b. "Held to Maturity"	6(b-ii)	1,500	-	-	-
Investments		3,493	-	2,151	-

Manly Council

Notes to the Financial Statements

for the financial year ended 30 June 2012

Note 6b. Investments (continued)

\$ '000	2012 Actual Current	2012 Actual Non Current	2011 Actual Current	2011 Actual Non Current
Note 6(b-i)				
Reconciliation of Investments classified as "At Fair Value through the Profit & Loss"				
Balance at the Beginning of the Year	2,151	-	3,343	-
Revaluations (through the Income Statement)	144	-	205	-
Disposals (sales & redemptions)	(302)	-	(1,397)	-
Balance at End of Year	1,993	-	2,151	-
Comprising:				
- NCD's, FRN's (with Maturities > 3 months)	923	-	819	-
- CDO's	1,070	-	1,332	-
Total	1,993	-	2,151	-
Note 6(b-ii)				
Reconciliation of Investments classified as "Held to Maturity"				
Balance at the Beginning of the Year	-	-	-	-
Additions	1,500	-	-	-
Balance at End of Year	1,500	-	-	-
Comprising:				
- Long Term Deposits	1,500	-	-	-
Total	1,500	-	-	-

Manly Council

Notes to the Financial Statements

for the financial year ended 30 June 2012

Note 6c. Restricted Cash, Cash Equivalents & Investments - Details

\$ '000	2012	2012	2011	2011
	Actual Current	Actual Non Current	Actual Current	Actual Non Current
Total Cash, Cash Equivalents and Investment Securities	14,343	-	14,002	-
attributable to:				
External Restrictions (refer below)	6,578	-	5,930	-
Internal Restrictions (refer below)	6,360	-	6,438	-
Unrestricted	1,405	-	1,634	-
	14,343	-	14,002	-

2012 \$ '000	Opening Balance	Transfers to Restrictions	Transfers from Restrictions	Closing Balance
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Details of Restrictions

External Restrictions - Other

Developer Contributions - General (D)	4,664	636	(422)	4,878
Specific Purpose Unexpended Grants (F)	546	434	-	980
Other	720	-	-	720
External Restrictions - Other	5,930	1,070	(422)	6,578
Total External Restrictions	5,930	1,070	(422)	6,578

Internal Restrictions

Infrastructure Replacement	1,903	475	(475)	1,903
Employees Leave Entitlement	1,210	118	-	1,328
Deposits, Retentions & Bonds	1,588	1,300	(1,300)	1,588
Balgowah Area Improvements	205	75	-	280
Depot Redevelopment	158	-	(6)	152
Environment Levy	-	961	(839)	122
Manly Wharf Forecourt	50	-	-	50
Manly Youth Council	6	-	-	6
Meals on Wheels	306	43	-	349
Shelly Beach Improvements	9	-	-	9
Unexpended Loans	1,003	1,000	(1,430)	573
Total Internal Restrictions	6,438	3,972	(4,050)	6,360
TOTAL RESTRICTIONS	12,368	5,042	(4,472)	12,938

D Development contributions which are not yet expended for the provision of services and amenities in accordance with contributions plans (refer Note 17).

F Grants which are not yet expended for the purposes for which the grants were obtained. (refer Note 1)

Manly Council

Notes to the Financial Statements

for the financial year ended 30 June 2012

Note 7. Receivables

\$ '000	Notes	2012		2011	
		Current	Non Current	Current	Non Current
Purpose					
Rates & Annual Charges		1,034	310	734	310
Interest & Extra Charges		65	15	151	13
User Charges & Fees		940	-	1,219	-
Accrued Revenues					
- Interest on Investments		93	-	48	-
- Other Income Accruals		301	-	549	-
Government Grants & Subsidies		210	-	475	-
Net GST Receivable		749	-	486	-
Other Debtors		7	-	7	-
Total		3,399	325	3,669	323
less: Provision for Impairment					
Rates & Annual Charges		(12)	(5)	(11)	(5)
User Charges & Fees		(56)	-	(149)	-
Total Provision for Impairment - Receivables		(68)	(5)	(160)	(5)
<u>TOTAL NET RECEIVABLES</u>		<u>3,331</u>	<u>320</u>	<u>3,509</u>	<u>318</u>
Externally Restricted Receivables					
Domestic Waste Management		225	-	219	-
Total External Restrictions		225	-	219	-
Internally Restricted Receivables					
Nil					
Unrestricted Receivables		3,106	320	3,290	318
TOTAL NET RECEIVABLES		3,331	320	3,509	318

Notes on Debtors above:

- (i) Rates & Annual Charges Outstanding are secured against the property.
- (ii) Doubtful Rates Debtors are provided for where the value of the property is less than the debt outstanding.
An allowance for other doubtful debts is made when there is objective evidence that a receivable is impaired.
- (iii) Interest was charged on overdue rates & charges at 11.00% (2011 9.00%).
Generally all other receivables are non interest bearing.
- (iv) Please refer to Note 15 for issues concerning Credit Risk and Fair Value disclosures.

Manly Council

Notes to the Financial Statements
for the financial year ended 30 June 2012

Note 8. Inventories & Other Assets

\$ '000	Notes	2012		2011	
		Current	Non Current	Current	Non Current
Inventories					
Stores & Materials		29	-	29	-
Total Inventories		29	-	29	-
Other Assets					
Prepayments		147	-	166	-
Work In Progress		-	1,834	-	2,906
Total Other Assets		147	1,834	166	2,906
TOTAL INVENTORIES / OTHER ASSETS		176	1,834	195	2,906
Total Unrestricted Assets		176	1,834	195	2,906
TOTAL INVENTORIES & OTHER ASSETS		176	1,834	195	2,906

Notes to the Financial Statements
for the financial year ended 30 June 2012

Note 9a. Infrastructure, Property, Plant & Equipment

\$ '000	as at 30/6/2011					Asset Movements during the Reporting Period				as at 30/6/2012				
	At Cost	At Fair Value	Accumulated		Carrying Value	Asset Additions	WDV of Asset Disposals	Depreciation Expense	Adjustments & Transfers	At Cost	At Fair Value	Accumulated		Carrying Value
			Dep'n	Impairment								Dep'n	Impairment	
Plant & Equipment	-	10,069	6,060	-	4,009	1,992	(273)	(1,596)	(14)	-	10,706	6,588	-	4,118
Office Equipment	-	8,123	5,795	-	2,328	1,233	-	(865)	-	-	9,275	6,579	-	2,696
Furniture & Fittings	-	5,758	2,818	-	2,940	56	-	(409)	(37)	-	5,777	3,227	-	2,550
Plant & Equipment (under Finance Lease)	-	2,416	1,522	-	894	-	(17)	(118)	-	-	2,358	1,599	-	759
Land:														
- Operational Land	-	80,874	-	-	80,874	3,460	(63)	-	-	-	84,271	-	-	84,271
- Community Land	-	237,367	-	-	237,367	-	-	-	-	-	237,367	-	-	237,367
Land Improvements - non depreciable	-	13,615	-	-	13,615	-	-	-	-	-	13,615	-	-	13,615
Land Improvements - depreciable	-	41,530	16,407	-	25,123	2,120	-	(1,272)	-	-	43,650	17,679	-	25,971
Buildings - Non Specialised	-	37,363	7,773	-	29,590	1,000	(111)	(524)	-	-	38,238	8,283	-	29,955
Buildings - Specialised	-	61,524	17,141	-	44,383	437	-	(653)	-	-	61,961	17,794	-	44,167
Other Structures	-	39,125	8,713	-	30,412	500	-	(232)	51	-	39,674	8,943	-	30,731
Infrastructure:														
- Roads, Bridges, Footpaths	-	236,860	54,689	-	182,171	852	(127)	(2,013)	-	-	237,457	56,574	-	180,883
- Stormwater Drainage	-	44,062	18,354	-	25,708	172	-	(549)	-	-	44,234	18,903	-	25,331
Other Assets:														
- Heritage Collections	-	4,418	-	-	4,418	3	-	-	-	-	4,421	-	-	4,421
- Library Books	-	4,507	3,216	-	1,291	239	-	(187)	-	-	4,747	3,404	-	1,343
TOTAL INFRASTRUCTURE, PROPERTY, PLANT & EQUIP.	-	827,611	142,488	-	685,123	12,064	(591)	(8,418)	-	-	837,751	149,573	-	688,178

Additions to Depreciable Land Improvements, Buildings, Other Structures & Infrastructure Assets are made up of Asset Renewals (\$3.642million) and New Assets (\$1.439million). Renewals are defined as the replacement of existing assets (as opposed to the acquisition of new assets).

Manly Council

Notes to the Financial Statements

for the financial year ended 30 June 2012

Note 9b. Externally Restricted Infrastructure, Property, Plant & Equipment

\$ '000

Council has no Externally Restricted Infrastructure, Property, Plant & Equipment.

Note 9c. Infrastructure, Property, Plant & Equipment - Current Year Impairments

Council has recognised no impairment losses during the reporting period nor reversed any prior period losses.

Note 10a. Payables, Borrowings & Provisions

\$ '000	Notes	2012		2011	
		Current	Non Current	Current	Non Current
Payables					
Goods & Services - operating expenditure		1,955	-	1,789	-
Goods & Services - capital expenditure		593	-	1,835	-
Payments Received In Advance		346	-	324	-
Accrued Expenses:					
- Borrowings		134	-	110	-
- Other Expenditure Accruals	N 23	70	2,231	805	-
Security Bonds, Deposits & Retentions		6,406	-	6,476	-
Other		164	-	205	-
Total Payables		9,668	2,231	11,544	-
Borrowings					
Loans - Secured ¹		1,044	11,005	1,030	8,217
Finance Lease Liabilities		147	95	226	197
Total Borrowings		1,191	11,100	1,256	8,414
Provisions					
Employee Benefits;					
Annual Leave		1,991	-	1,914	-
Sick Leave		161	-	184	-
Long Service Leave		3,755	191	3,066	191
ELE On-Costs		533	12	471	12
Sub Total - Aggregate Employee Benefits		6,440	203	5,635	203
Total Provisions		6,440	203	5,635	203
Total Payables, Borrowings & Provisions		17,299	13,534	18,435	8,617

¹. Loans are secured over the General Rating Income of Council

Disclosures on Liability Interest Rate Risk Exposures, Fair Value Disclosures & Security can be found in Note 15.

Manly Council

Notes to the Financial Statements

for the financial year ended 30 June 2012

Note 10a. Payables, Borrowings & Provisions (continued)

\$ '000	2012	2011
(ii) Current Liabilities not anticipated to be settled within the next 12 months		
The following Liabilities, even though classified as current, are not expected to be settled in the next 12 months.		
Provisions - Employees Benefits	4,170	4,000
Payables - Security Bonds, Deposits & Retentions	5,800	5,176
	9,970	9,176

Note 10b. Description of and movements in Provisions

Class of Provision	2011		2012			Closing Balance as at 30/6/12
	Opening Balance as at 1/7/11	Additional Provisions	Decrease due to Payments	Remeasurement effects due to Discounting	Unused amounts reversed	
Annual Leave	1,914	1,577	(1,700)	200	-	1,991
Sick Leave	184	-	(23)	-	-	161
Long Service Leave	3,257	678	(589)	600	-	3,946
ELE On-Costs	483	62	-	-	-	545
TOTAL	5,838	2,317	(2,312)	800	-	6,643

a. Employees Leave Entitlements & On-Costs represents those benefits accrued and payable and an estimate of those that will become payable in the future as a result of past service.

Manly Council

Notes to the Financial Statements

for the financial year ended 30 June 2012

Note 11. Statement of Cash Flows - Additional Information

\$ '000	Notes	Actual 2012	Actual 2011
(a) Reconciliation of Cash Assets			
Total Cash & Cash Equivalent Assets	6a	10,850	11,851
Less Bank Overdraft	10	-	-
BALANCE as per the STATEMENT of CASH FLOWS		10,850	11,851
(b) Reconciliation of Net Operating Result to Cash provided from Operating Activities			
Net Operating Result from Income Statement		(1,497)	1,707
Adjust for non cash items:			
Depreciation & Amortisation		8,462	8,069
Net Losses/(Gains) on Disposal of Assets		41	53
Losses/(Gains) recognised on Fair Value Re-measurements through the P&L:			
- Investments classified as "At Fair Value" or "Held for Trading"		(144)	(205)
Share of Net (Profits) or Losses of Associates/Joint Ventures		(291)	(240)
+/- Movement in Operating Assets and Liabilities & Other Cash Items:			
Decrease/(Increase) in Receivables		268	(637)
Increase/(Decrease) in Provision for Doubtful Debts		(92)	29
Decrease/(Increase) in Inventories		-	11
Decrease/(Increase) in Other Assets		1,091	(2,406)
Increase/(Decrease) in Payables		166	(350)
Increase/(Decrease) in accrued Interest Payable		24	15
Increase/(Decrease) in other accrued Expenses Payable		(736)	659
Increase/(Decrease) in Other Liabilities		(89)	273
Increase/(Decrease) in Employee Leave Entitlements		805	(192)
NET CASH PROVIDED FROM/(USED IN) OPERATING ACTIVITIES from the STATEMENT of CASH FLOWS		8,008	6,786

Manly Council

Notes to the Financial Statements

for the financial year ended 30 June 2012

Note 11. Statement of Cash Flows - Additional Information (continued)

\$ '000	Notes	Actual 2012	Actual 2011
(c) Non-Cash Investing & Financing Activities			
Nil			
(d) Financing Arrangements			
(i) Unrestricted access was available at balance date to the following lines of credit:			
Bank Overdraft Facilities ⁽¹⁾		400	400
Credit Cards / Purchase Cards		20	20
Total Financing Arrangements		420	420
Amounts utilised as at Balance Date:			
- Bank Overdraft Facilities		-	-
- Credit Cards / Purchase Cards		3	3
Total Financing Arrangements Utilised		3	3

1. The Bank overdraft facility may be drawn at any time and may be terminated by the bank without notice.

Interest rates on overdrafts are Interest Rates on Loans & Other Payables are disclosed in Note 15.

(ii) Secured Loan Liabilities

Loans are secured by a mortgage over future years Rate Revenue only.

(e) Net Cash Flows Attributable to Discontinued Operations

Please refer to Note 24 for details of Cash Flows that relate to Discontinued Operations

Manly Council

Notes to the Financial Statements for the financial year ended 30 June 2012

Note 12. Commitments for Expenditure

\$ '000	Notes	Actual 2012	Actual 2011
(a) Capital Commitments (exclusive of GST)			
Capital expenditure committed for at the reporting date but not recognised in the financial statements as liabilities:			
Property, Plant & Equipment			
Plant & Equipment		738	-
Other Structures		296	-
Total Commitments		1,034	-
These expenditures are payable as follows:			
Within the next year		1,034	-
Total Payable		1,034	-
Sources for Funding of Capital Commitments:			
Unrestricted General Funds		283	-
Sect 64 & 94 Funds/Reserves		26	-
Externally Restricted Reserves		551	-
Internally Restricted Reserves		87	-
Unexpended Loans		87	-
Total Sources of Funding		1,034	-

Manly Council

Notes to the Financial Statements

for the financial year ended 30 June 2012

Note 12. Commitments for Expenditure (continued)

\$ '000	Notes	Actual 2012	Actual 2011		
(b) Finance Lease Commitments					
(i) Commitments under Finance Leases at the Reporting Date are payable as follows:					
Within the next year		170	283		
Later than one year and not later than 5 years		110	225		
Total Minimum Lease Payments		280	508		
less: Future Finance Charges		(35)	(85)		
Amount Recognised as a Liability		245	423		
(ii) Finance Lease Liability Recognised represent;					
Current Liabilities		147	226		
Non-Current Liabilities		95	197		
Total Finance Lease Liabilities Disclosed		242	423		
(iii) General Details					
Council Leases the following Property, Plant & Equipment under Finance Leases:					
	Term (Years)	Option to Purchase	Contingent Rent Clauses		
Other Equipment/Assets	5	Y	Y	242	423
Total Carrying Value at Year End				242	423

(c) Operating Lease Commitments (Non Cancellable)

Nil

Conditions relating to Finance Leases:

- All Finance Agreements are secured only against the Leased Asset.
- No Lease Agreements impose any financial restrictions on Council regarding future debt etc.

(d) Investment Property Commitments

Nil

(e) Investment in Associates / Joint Ventures - Commitments

For Capital Commitments and Other Commitments relating to Investments in Associates & Joint Ventures, refer to Note 19 (b)

Manly Council

Notes to the Financial Statements

for the financial year ended 30 June 2012

Note 13a(i). Statement of Performance Measurement - Indicators (Consolidated)

\$ '000	Amounts 2012	Indicator 2012	Prior Periods 2011 2010	
Local Government Industry Indicators				
1. Unrestricted Current Ratio				
Current Assets less all External Restrictions ⁽¹⁾	<u>11,047</u>	1.51 : 1	1.25	1.30
Current Liabilities less Specific Purpose Liabilities ^(2,3)	<u>7,329</u>			
2. Debt Service Ratio				
Debt Service Cost	<u>1,990</u>	3.67%	3.44%	3.67%
Income from Continuing Operations excluding Capital Items & Specific Purpose Grants/Contributions	<u>54,162</u>			
3. Rates & Annual Charges Coverage Ratio				
Rates & Annual Charges	<u>33,969</u>	58.75%	55.47%	53.76%
Income from Continuing Operations	<u>57,822</u>			
4. Rates, Annual Charges, Interest & Extra Charges Outstanding Percentage				
Rates, Annual & Extra Charges Outstanding	<u>1,407</u>	3.98%	3.50%	3.16%
Rates, Annual & Extra Charges Collectible	<u>35,351</u>			
5. Building & Infrastructure Renewals Ratio				
Asset Renewals ⁽⁴⁾	<u>3,642</u>	69.46%	155.60%	239.00%
Depreciation, Amortisation & Impairment	<u>5,243</u>			

Notes

(1) Refer Notes 6-8 inclusive.

Also excludes any Real Estate & Land for resale not expected to be sold in the next 12 months

(2) Refer to Note 10(a).

(3) Refer to Note 10(a)(ii) - excludes all payables & provisions not expected to be paid in the next 12 months (incl. ELE).

(4) Asset Renewals represent the replacement &/or refurbishment of existing assets to an equivalent capacity/performance as opposed to the acquisition of new assets (or the refurbishment of old assets) that increases capacity/performance. Asset Renewals include building and infrastructure assets only.

Manly Council

Notes to the Financial Statements for the financial year ended 30 June 2012

Note 13a(ii). Statement of Performance Measurement - Graphs (Consolidated)

<p>1. Unrestricted Current Ratio</p> <table border="1"> <thead> <tr> <th>Year</th> <th>Ratio : 1</th> </tr> </thead> <tbody> <tr> <td>2009</td> <td>1.65</td> </tr> <tr> <td>2010</td> <td>1.30</td> </tr> <tr> <td>2011</td> <td>1.25</td> </tr> <tr> <td>2012</td> <td>1.51</td> </tr> </tbody> </table>	Year	Ratio : 1	2009	1.65	2010	1.30	2011	1.25	2012	1.51	<p>Purpose of Unrestricted Current Ratio</p> <p>To assess the adequacy of working capital and its ability to satisfy obligations in the short term for the unrestricted activities of Council.</p>	<p>Commentary on 2011/12 Result</p> <p>2011/12 Ratio 1.51 : 1</p> <p>A good result with 2012 ratio above Council's benchmark as well as the DLG's benchmark mainly due to a decrease in outstanding creditors.</p>
Year	Ratio : 1											
2009	1.65											
2010	1.30											
2011	1.25											
2012	1.51											
<p>2. Debt Service Ratio</p> <table border="1"> <thead> <tr> <th>Year</th> <th>Ratio %</th> </tr> </thead> <tbody> <tr> <td>2009</td> <td>3.54%</td> </tr> <tr> <td>2010</td> <td>3.67%</td> </tr> <tr> <td>2011</td> <td>3.44%</td> </tr> <tr> <td>2012</td> <td>3.67%</td> </tr> </tbody> </table>	Year	Ratio %	2009	3.54%	2010	3.67%	2011	3.44%	2012	3.67%	<p>Purpose of Debt Service Ratio</p> <p>To assess the impact of loan principal & interest repayments on the discretionary revenue of council.</p>	<p>Commentary on 2011/12 Result</p> <p>2011/12 Ratio 3.67%</p> <p>A very small increase of 0.23% still leaving the overall ratio well below the DLG's benchmark of 10%. The slight increase was due to new loans taken up exceeding the two retired loans.</p>
Year	Ratio %											
2009	3.54%											
2010	3.67%											
2011	3.44%											
2012	3.67%											
<p>3. Rates & Annual Charges Coverage Ratio</p> <table border="1"> <thead> <tr> <th>Year</th> <th>Ratio %</th> </tr> </thead> <tbody> <tr> <td>2009</td> <td>52.58%</td> </tr> <tr> <td>2010</td> <td>53.76%</td> </tr> <tr> <td>2011</td> <td>55.47%</td> </tr> <tr> <td>2012</td> <td>58.75%</td> </tr> </tbody> </table>	Year	Ratio %	2009	52.58%	2010	53.76%	2011	55.47%	2012	58.75%	<p>Purpose of Rates & Annual Charges Coverage Ratio</p> <p>To assess the degree of Council's dependence upon revenue from rates and annual charges and to assess the security of Council's income.</p>	<p>Commentary on 2011/12 Result</p> <p>2011/12 Ratio 58.75%</p> <p>This year's increase is as a result of the decline in Income from Continuing Operations of \$2.6 million as 2011 had received Capital Grants for one-off projects not repeated in 2012.</p>
Year	Ratio %											
2009	52.58%											
2010	53.76%											
2011	55.47%											
2012	58.75%											
<p>4. Rates, Annual Charges, Interest & Extra Charges Outstanding Percentage</p> <table border="1"> <thead> <tr> <th>Year</th> <th>Ratio %</th> </tr> </thead> <tbody> <tr> <td>2009</td> <td>3.97%</td> </tr> <tr> <td>2010</td> <td>3.16%</td> </tr> <tr> <td>2011</td> <td>3.50%</td> </tr> <tr> <td>2012</td> <td>3.98%</td> </tr> </tbody> </table>	Year	Ratio %	2009	3.97%	2010	3.16%	2011	3.50%	2012	3.98%	<p>Purpose of Rates & Annual Charges Outstanding Ratio</p> <p>To assess the impact of uncollected rates and annual charges on Council's liquidity and the adequacy of recovery efforts.</p>	<p>Commentary on 2011/12 Result</p> <p>2011/12 Ratio 3.98%</p> <p>The outstanding Rates and Charges rose in 2012 again due to continued difficult economic conditions.</p>
Year	Ratio %											
2009	3.97%											
2010	3.16%											
2011	3.50%											
2012	3.98%											
<p>5. Building & Infrastructure Renewals Ratio</p> <table border="1"> <thead> <tr> <th>Year</th> <th>Ratio %</th> </tr> </thead> <tbody> <tr> <td>2009</td> <td>244.00%</td> </tr> <tr> <td>2010</td> <td>239.00%</td> </tr> <tr> <td>2011</td> <td>155.60%</td> </tr> <tr> <td>2012</td> <td>69.46%</td> </tr> </tbody> </table>	Year	Ratio %	2009	244.00%	2010	239.00%	2011	155.60%	2012	69.46%	<p>Purpose of Asset Renewals Ratio</p> <p>To assess the rate at which these assets are being renewed relative to the rate at which they are depreciating.</p>	<p>Commentary on Result</p> <p>2011/12 Ratio 69.46%</p> <p>Asset renewals in 2012 were delayed so as to accommodate the acquisition of the Seaforth Tafe site which cost \$4.46 million. This was classified as a new acquisition. In total Council spent over \$12 million on assets.</p>
Year	Ratio %											
2009	244.00%											
2010	239.00%											
2011	155.60%											
2012	69.46%											

Manly Council

Notes to the Financial Statements

for the financial year ended 30 June 2012

Note 14. Investment Properties

\$ '000

Council has not classified any Land or Buildings as "Investment Properties"

Note 15. Financial Risk Management

Risk Management

Council's activities expose it to a variety of financial risks including **(1)** price risk, **(2)** credit risk, **(3)** liquidity risk and **(4)** interest rate risk.

The Council's overall risk management program focuses on the unpredictability of financial markets and seeks to minimise potential adverse effects on the financial performance of the Council.

Council does not engage in transactions expressed in foreign currencies and is therefore not subject to foreign currency risk.

Financial risk management is carried out by Council's Finance Section under policies approved by the Council.

A comparison by category of the carrying amounts and fair values of Council's Financial Assets & Financial Liabilities recognised in the financial statements is presented below.

	Carrying Value		Fair Value	
	2012	2011	2012	2011
Financial Assets				
Cash and Cash Equivalents	10,850	11,851	12,221	11,851
Investments				
- "Held for Trading"	1,993	2,151	1,993	2,151
- "Held to Maturity"	1,500	-	-	-
Receivables	3,651	3,827	3,815	4,018
Total Financial Assets	17,994	17,829	18,029	18,020
Financial Liabilities				
Payables	11,553	11,220	11,553	11,220
Loans / Advances	12,049	9,247	12,046	9,247
Lease Liabilities	242	423	245	423
Total Financial Liabilities	23,844	20,890	23,844	20,890

Fair Value is determined as follows:

- **Cash & Cash Equivalents, Receivables, Payables** - are estimated to be the carrying value which approximates mkt value.
- **Borrowings & Held to Maturity Investments** - are based upon estimated future cash flows discounted by the current market interest rates applicable to assets & liabilities with similar risk profiles, unless quoted market prices are available.
- Financial Assets classified (i) "**at fair value through profit & loss**" or (ii) **Available for Sale** - are based upon quoted market prices (in active markets for identical investments) at the reporting date or independent valuation.

Manly Council

Notes to the Financial Statements

for the financial year ended 30 June 2012

Note 15. Financial Risk Management (continued)

\$ '000

(a) Fair Value Measurements

The fair value of financial assets and financial liabilities must be estimated in accordance with Accounting Standards for either recognition and measurement requirements or for disclosure purposes.

AASB 7 Financial Instruments: Disclosures, requires the disclosure of how fair valuations have been arrived at for all financial assets and financial liabilities that have been measured at fair value.

Arriving at fair values for financial assets & liabilities can be broken up into 3 distinct measurement hierarchies:

Level 1: Quoted prices (unadjusted) in active markets for identical assets or liabilities

Level 2: Inputs other than quoted prices included within Level 1 that are observable for the asset or liability, either directly (as prices) or indirectly (derived from prices)

Level 3: Inputs for the asset or liability that are not based on observable market data (unobservable inputs)

The following table presents the financial assets and financial liabilities that have been measured & recognised at fair values:

2012	Level 1	Level 2	Level 3	Total
Financial Assets				
Investments				
- "Held for Trading"	923	-	1,070	1,993
Total Financial Assets	923	-	1,070	1,993

2011	Level 1	Level 2	Level 3	Total
Financial Assets				
Investments				
- "Held for Trading"	819	-	1,332	2,151
Total Financial Assets	819	-	1,332	2,151

The following table presents the movement in Level 3 financial instruments

	Liabilities 2012	Liabilities 2011	Assets 2012	Assets 2011
Opening Balance (of Level 3 fair values)	-	-	1,332	1,156
Gains/(Losses) recognised in the Income Statement		-	-	176
Other		-	(262)	-
Closing Balance	-	-	1,070	1,332

Manly Council

Notes to the Financial Statements

for the financial year ended 30 June 2012

Note 15. Financial Risk Management (continued)

\$ '000

(b) Cash & Cash Equivalents, Financial assets 'at fair value through the profit & Loss' "Available-for-sale" financial assets & "Held-to-maturity" Investments

Council's objective is to maximise its return on cash & investments whilst maintaining an adequate level of liquidity and preserving capital.

Council's Finance area manages the Cash & Investments portfolio with the assistance of independent advisors.

Council has an Investment Policy which complies with the Local Government Act & Minister's Investment Order. This Policy is regularly reviewed by Council and its staff and an Investment Report is tabled before Council on a monthly basis setting out the portfolio breakup and its performance.

The major risk associated with Investments is price risk - the risk that the capital value of Investments may fluctuate due to changes in market prices, whether there changes are caused by factors specific to individual financial instruments or their issuers or are caused by factors affecting similar instruments traded in a market.

Cash & Investments are also subject to interest rate risk - the risk that movements in interest rates could affect returns and income.

A further risk associated with Cash & Investments is credit risk - the risk that the investment counterparty) will not complete their obligations particular to a financial instrument, resulting in a financial loss to Council - be it of a capital or income nature.

Council manages these risks (amongst other measures) by diversifying its portfolio and only purchasing investments with high credit ratings or capital guarantees.

Council also seeks advice from independent advisers before placing any funds in Cash Equivalents & Investments.

The following represents a summary of the sensitivity of Council's Income Statement and Accumulated Surplus (for the reporting period) due to a change in either the price of a financial asset or the interest rates applicable.

It is assumed that the change in interest rates would have been constant throughout the reporting period.

	Increase of Values/Rates		Decrease of Values/Rates	
	Profit	Equity	Profit	Equity
2012				
Possible impact of a 10% movement in Market Values	200	200	(200)	(200)
Possible impact of a 1% movement in Interest Rates	140	140	(140)	(140)
2011				
Possible impact of a 10% movement in Market Values	405	405	(405)	(405)
Possible impact of a 1% movement in Interest Rates	70	70	(70)	(70)

Manly Council

Notes to the Financial Statements

for the financial year ended 30 June 2012

Note 15. Financial Risk Management (continued)

\$ '000

(c) Receivables

Council's major receivables comprise **(i) Rates & Annual charges** and **(ii) User Charges & Fees**.

The major risk associated with these receivables is credit risk - the risk that debts due and payable to Council may not be repaid in full.

Council manages this risk by monitoring outstanding debt and employing stringent debt recovery procedures. It also encourages ratepayers to pay their rates by the due date through incentives.

Credit risk on rates and annual charges is minimised by the ability of Council to secure a charge over the land relating to the debts - that is, the land can be sold to recover the debt. Council is also able to charge interest on overdue rates & annual charges at higher than market rates which further encourages the payment of debt.

There are no significant concentrations of credit risk, whether through exposure to individual customers, specific industry sectors and/or regions.

The level of outstanding receivables is reported to Council monthly and benchmarks are set and monitored for acceptable collection performance.

Council makes suitable provision for doubtful receivables as required and carries out credit checks on most non-rate debtors.

There are no material receivables that have been subjected to a re-negotiation of repayment terms.

A profile of Council's receivables credit risk at balance date follows:

	2012	2012	2011	2011
	Rates & Annual Charges	Other Receivables	Rates & Annual Charges	Other Receivables
(i) Ageing of Receivables				
Current (not yet overdue)	14	552	12	640
Past due by up to 30 days	456	432	387	501
Past due between 31 and 180 days	328	1,417	278	1,643
Past due between 181 and 365 days	627	-	532	-
	<u>1,424</u>	<u>2,401</u>	<u>1,208</u>	<u>2,784</u>
(ii) Movement in Provision for Impairment of Receivables			2012	2011
Balance at the beginning of the year			165	142
+ new provisions recognised during the year			6	29
- amounts already provided for & written off this year			(98)	(6)
Balance at the end of the year			<u>73</u>	<u>165</u>

Manly Council

Notes to the Financial Statements for the financial year ended 30 June 2012

Note 15. Financial Risk Management (continued)

\$ '000

(d) Payables & Borrowings

Payables & Borrowings are both subject to liquidity risk - the risk that insufficient funds may be on hand to meet payment obligations as and when they fall due.

Council manages this risk by monitoring its cash flow requirements and liquidity levels and maintaining an adequate cash buffer.

Payment terms can (in extenuating circumstances) also be extended & overdraft facilities utilised as required.

The contractual undiscounted cash outflows (ie. principal and interest) of Council's Payables & Borrowings are set out in the Liquidity Table below:

\$ '000	Subject to no maturity				Total Cash Outflows	Actual Carrying Values
	≤ 1 Year	2-5 Yrs	> 5 Yrs			
2012						
Trade/Other Payables	6,406	2,916	-	2,231	11,553	11,553
Loans & Advances	-	1,126	4,045	6,826	11,997	12,049
Lease Liabilities	-	147	98	-	245	242
Total Financial Liabilities	6,406	4,189	4,143	9,057	23,795	23,844
2011						
Trade/Other Payables	6,476	-	4,731	-	11,207	11,220
Loans & Advances	-	991	3,196	5,060	9,247	9,247
Lease Liabilities	-	423	-	-	423	423
Total Financial Liabilities	6,476	1,414	7,927	5,060	20,877	20,890

Borrowings are also subject to interest rate risk - the risk that movements in interest rates could adversely affect funding costs & debt servicing requirements. Council manages this risk through the diversification of borrowing types, maturities & interest rate structures.

The following interest rates were applicable to Council's Borrowings at balance date:

	2012		2011	
	Carrying Value	Average Interest Rate	Carrying Value	Average Interest Rate
Trade/Other Payables	11,553	2.0%	11,220	2.0%
Loans & Advances - Fixed Interest Rate	3,201	7.3%	3,937	6.5%
Loans & Advances - Variable Interest Rate	8,848	5.6%	5,310	5.9%
Lease Liabilities	242	12.0%	423	15.0%
	<u>23,844</u>		<u>20,890</u>	

Manly Council

Notes to the Financial Statements

for the financial year ended 30 June 2012

Note 16. Material Budget Variations

\$ '000

Council's Original Financial Budget for 11/12 was adopted by the Council on 04 May 2011.

While the Income Statement included in this General Purpose Financial Report must disclose the Original Budget adopted by Council, the Local Government Act requires Council to review its Financial Budget on a Quarterly Basis, so that it is able to manage the various variations between actuals versus budget that invariably occur throughout the year.

This Note sets out the details of MATERIAL VARIATIONS between Council's Original Budget and its Actual results for the year as per the Income Statement - even though such variations may have been adjusted for during each Quarterly Budget Review.

Note that for Variations* of Budget to Actual :

Material Variations represent those variances that amount to **10%** or more of the original budgeted figure.

F = Favourable Budget Variation, **U** = Unfavourable Budget Variation

\$ '000	2012 Budget	2012 Actual	2012 ----- Variance* -----		
REVENUES					
Rates & Annual Charges	34,007	33,969	(38)	(0%)	U
User Charges & Fees	13,246	12,050	(1,196)	(9%)	U
Interest & Investment Revenue	899	1,032	133	15%	F
Variation is as a result of revaluation of Investments previously written down (+\$143K).					
Other Revenues	5,863	5,249	(614)	(10%)	U
Variation mainly due to decrease in fines revenues recovered (-\$300K), decrease in Food & Wine Festival income of (-\$200K) due to poor weather conditions during the event, a decrease in major sponsorship income (-\$100K) and also a decrease in lease rental income (-\$100K) due to a lower CPI increase than allowed for in the budget.					
Operating Grants & Contributions	3,547	4,429	882	25%	F
Favourable variation is due mainly to two components the 50% prepayment to Council of the Financial Assistance Grant for 2012/13 (+\$586K) and an increase in Community grants in the child care services (+\$350K).					
Capital Grants & Contributions	840	802	(38)	(5%)	U
Share of Net Profits - Joint Ventures & Associates	-	291	291	0%	F

Manly Council

Notes to the Financial Statements

for the financial year ended 30 June 2012

Note 16. Material Budget Variations (continued)

\$ '000	2012 Budget	2012 Actual	2012 ----- Variance* -----		
EXPENSES					
Employee Benefits & On-Costs	29,217	29,499	(282)	(1%)	U
Borrowing Costs	1,096	482	614	56%	F
Variation is as a result of RBA Monetary Policy to decrease the target cash rates four times during the financial year in November 2011, December 2011, May 2012 and June 2012 leading to lower interest costs on new and variable loans (+\$250K), the deferred take up of part of a loan for 12 months lead to savings of (+\$200K) and the capitalisation of interest costs incurred during construction of major projects (+\$181K).					
Materials & Contracts	14,510	15,577	(1,067)	(7%)	U
The main contributing factors to the variance was an increase in Legal Services costs and legal fees (+\$700K), an increase in utilities costs (+\$200K), an increase in consultant and contractor costs including agency staff (+\$350K) an increase in insurance costs (+\$105K) and due to an expansion in child care service facilities an increase (+\$100K).					
Depreciation & Amortisation	6,799	8,462	(1,663)	(24%)	U
Several classes of infrastructure assets in accordance with the Code of Accounting Practice were revalued and brought to account at fair value. The assets were roads, bridges, footpaths, drainaged, and other structures. The result was a significant increase in depreciation expense for those assets.					
Other Expenses	5,197	5,361	(164)	(3%)	U
Net Losses from Disposal of Assets	-	41	(41)	0%	U
Operating Result from Discontinued Operations	-	103	(103)	0%	U

Budget Variations relating to Council's Cash Flow Statement include:

Cash Flows from Operating Activities	8,389	8,008	(381)	(4.5%)	U
Variation due to the agreed deferred part payment on a major asset acquisition for twelve months.					
Cash Flows from Investing Activities	(13,001)	(11,630)	1,371	(10.5%)	F
The variation is due to a decrease in cash outflow stemming from a property acquisition agreement to defer part payment on settlement for a period of twelve months.					
Cash Flows from Financing Activities	5,286	2,621	(2,665)	(50.4%)	U
Variance due to deferral of loan to be taken up in twelve months when the final settlement on a property acquisition takes place.					

Manly Council

Notes to the Financial Statements

for the financial year ended 30 June 2012

Note 17. Statement of Developer Contributions

\$ '000

Council recovers contributions, raises levies & enters into planning agreements on development works that are subject to a development consent issued by Council. All contributions must be spent/utilised for the specific purpose they were levied and any interest applicable to unspent funds must be attributed to remaining funds.

The following tables detail the receipt, interest and use of the above contributions & levies and the value of all remaining funds which are "restricted" in their future use.

SUMMARY OF CONTRIBUTIONS & LEVIES

PURPOSE	Opening Balance	Contributions received during the Year		Interest earned in Year	Expenditure during Year	Internal Borrowing (to)/from	Held as Restricted Asset	Projections			Cumulative Internal Borrowings due/(payable)
		Cash	Non Cash					Future income	Exp still outstanding	Over or (under) Funding	
Traffic Facilities	187	26	-	1	-	-	214	-	-	214	-
Parking	107	104	-	1	-	-	212	-	-	212	-
Open Space	1,478	272	-	9	(236)	-	1,523	-	-	1,523	-
Community Facilities	33	44	-	-	(186)	-	(109)	-	-	(109)	-
Streetscape/Transport	1,179	63	-	7	-	-	1,249	-	-	1,249	-
Environmental Programs (incl. drainage)	1,782	99	-	9	-	-	1,890	-	-	1,890	-
Library & Recreation	(350)	-	-	-	-	-	(350)	-	-	(350)	-
S94 Contributions - under a Plan	4,416	608	-	27	(422)	-	4,629	-	-	4,629	-
S94A Levies - under a Plan	-	-	-	-	-	-	-				-
Total S94 Revenue Under Plans	4,416	608	-	27	(422)	-	4,629				-
S94 not under Plans	248	-	-	1	-	-	249	-	-	249	-
Total Contributions	4,664	608	-	28	(422)	-	4,878	-	-	4,878	-

Manly Council

Notes to the Financial Statements

for the financial year ended 30 June 2012

Note 17. Statement of Developer Contributions (continued)

\$ '000

S94 CONTRIBUTIONS - UNDER A PLAN

CONTRIBUTION PLAN - Residential (2005 Plan)

PURPOSE	Opening Balance	Contributions received during the Year		Interest earned in Year	Expenditure during Year	Internal Borrowing (to)/from	Held as Restricted Asset	Projections			Cumulative Internal Borrowings due/(payable)
		Cash	Non Cash					Future income	Exp still outstanding	Over or (under) Funding	
Traffic Facilities	176	26	-	1	-	-	203	-	-	203	-
Parking	4	104	-	-	-	-	108	-	-	108	-
Open Space	902	272	-	6	(236)	-	944	-	-	944	-
Community Facilities	(5)	47	-	-	(186)	-	(144)	-	-	(144)	-
Streetscape/Transport	510	118	-	3	-	-	631	-	-	631	-
Environmental Programs (incl. drainage)	872	176	-	5	-	-	1,053	-	-	1,053	-
Total	2,459	743	-	15	(422)	-	2,795	-	-	2,795	-

CONTRIBUTION PLAN - Manly Precinct Retail/Commercial (2005 Plan)

PURPOSE	Opening Balance	Contributions received during the Year		Interest earned in Year	Expenditure during Year	Internal Borrowing (to)/from	Held as Restricted Asset	Projections			Cumulative Internal Borrowings due/(payable)
		Cash	Non Cash					Future income	Exp still outstanding	Over or (under) Funding	
Traffic Facilities	6	-	-	-	-	-	6	-	-	6	-
Community Facilities	7	-	-	-	-	-	7	-	-	7	-
Streetscape/Transport	38	-	-	-	-	-	38	-	-	38	-
Environmental Programs (incl. drainage)	36	-	-	-	-	-	36	-	-	36	-
Total	87	-	-	-	-	-	87	-	-	87	-

Manly Council

Notes to the Financial Statements

for the financial year ended 30 June 2012

Note 17. Statement of Developer Contributions (continued)

\$ '000

S94 CONTRIBUTIONS - UNDER A PLAN

CONTRIBUTION PLAN - Other Precincts (2005 Plan)

PURPOSE	Opening Balance	Contributions received during the Year		Interest earned in Year	Expenditure during Year	Internal Borrowing (to)/from	Held as Restricted Asset	Projections			Cumulative Internal Borrowings due/(payable)
		Cash	Non Cash					Future income	Exp still outstanding	Over or (under) Funding	
Traffic Facilities	5	-	-	-	-	-	5	-	-	5	-
Community Facilities	31	(3)	-	-	-	-	28	-	-	28	-
Streetscape/Transport	631	(55)	-	4	-	-	580	-	-	580	-
Environmental Programs (incl. drainage)	874	(77)	-	4	-	-	801	-	-	801	-
Total	1,541	(135)	-	8	-	-	1,414	-	-	1,414	-

CONTRIBUTION PLAN - Manly Precinct (1999 Plan)

PURPOSE	Opening Balance	Contributions received during the Year		Interest earned in Year	Expenditure during Year	Internal Borrowing (to)/from	Held as Restricted Asset	Projections			Cumulative Internal Borrowings due/(payable)
		Cash	Non Cash					Future income	Exp still outstanding	Over or (under) Funding	
Open Space	223	-	-	1	-	-	224	-	-	224	-
Library & Recreation	17	-	-	-	-	-	17	-	-	17	-
Total	240	-	-	1	-	-	241	-	-	241	-

CONTRIBUTION PLAN - Other Precinct (1999 Plan)

PURPOSE	Opening Balance	Contributions received during the Year		Interest earned in Year	Expenditure during Year	Internal Borrowing (to)/from	Held as Restricted Asset	Projections			Cumulative Internal Borrowings due/(payable)
		Cash	Non Cash					Future income	Exp still outstanding	Over or (under) Funding	
Open Space	353	-	-	2	-	-	355	-	-	355	-
Library & Recreation	(367)	-	-	-	-	-	(367)	-	-	(367)	-
Total	(14)	-	-	2	-	-	(12)	-	-	(12)	-

Manly Council

Notes to the Financial Statements

for the financial year ended 30 June 2012

Note 17. Statement of Developer Contributions (continued)

\$ '000

S94 CONTRIBUTIONS - UNDER A PLAN

CONTRIBUTION PLAN - Parking (1999 Plan)

PURPOSE	Opening Balance	Contributions received during the Year		Interest earned in Year	Expenditure during Year	Internal Borrowing (to)/from	Held as Restricted Asset	Projections			Cumulative Internal Borrowings due/(payable)
		Cash	Non Cash					Future income	Exp still outstanding	Over or (under) Funding	
Parking	103	-	-	1	-	-	104	-	-	104	-
Total	103	-	-	1	-	-	104	-	-	104	-

S94 CONTRIBUTIONS - NOT UNDER A PLAN

PURPOSE	Opening Balance	Contributions received during the Year		Interest earned in Year	Expenditure during Year	Internal Borrowing (to)/from	Held as Restricted Asset	Projections			Cumulative Internal Borrowings due/(payable)
		Cash	Non Cash					Future income	Exp still outstanding	Over or (under) Funding	
Affordable Housing	248	-	-	1	-	-	249	-	-	249	-
Total	248	-	-	1	-	-	249	-	-	249	-

Manly Council

Notes to the Financial Statements

for the financial year ended 30 June 2012

Note 18. Contingencies & Other Assets/Liabilities Not Recognised

\$ '000

The following assets and liabilities do not qualify for recognition in the Balance Sheet, but their knowledge & disclosure is considered relevant to the users of Council's Financial Report.

LIABILITIES NOT RECOGNISED:

1. Guarantees

(i) Defined Benefit Superannuation Contribution Plans

Council participates in an employer sponsored Defined Benefit Superannuation Scheme, and makes contributions as determined by the Superannuation Scheme's Trustees.

Member Councils bear responsibility of ensuring there are sufficient funds available to pay out the required benefits as they fall due.

Local Government Superannuation Scheme - Pool B

The Schemes most recent full actuarial review indicated that the Net Assets of the Scheme were not sufficient to meet the accrued benefits of the Schemes Defined Benefit member category and that member Councils will need to make significantly higher contributions from 1 July 2009 & beyond.

The scheme is a defined benefit benefit plan that has been deemed a "multi-employer fund for purposes of AASB119. Sufficient information under AASB119 is not available to account for the scheme as a defined benefit plan, because the assets to the Scheme are pooled together for all employers.

The amount of employer contributions recognised as an expense for the year ending 30 June 2012 was \$496,702. The Scheme is monitored annually and the Actuary has estimated that as at 30 June 2012 the employers share of this deficit was \$1.616M.

State Authorities Superannuation Scheme

Council also has an employee contributing in the above scheme.

(ii) Statewide Limited

Council is a member of Statewide Mutual, a mutual pool scheme providing liability insurance to Local Government.

Membership includes the potential to share in either the net assets or liabilities of the fund depending on its past performance. Council's share of the Net Assets or Liabilities reflects Council's contributions to the pool and the result of insurance claims within each of the Fund Years.

The future realisation and finalisation of claims incurred but not reported to 30/6 this year may result in future liabilities or benefits as a result of past events that Council will be required to fund or share in respectively.

(iii) StateCover Limited

Council is a member of StateCover Mutual Limited and holds a partly paid share in the entity.

StateCover is a company providing workers compensation insurance cover to the NSW Local Government Industry and specifically Council.

Council has a contingent liability to contribute further equity in the event of the erosion of the Company's capital base as a result of the company's past performance and/or claims experience or as a result of any increased prudential requirements from APRA.

Manly Council

Notes to the Financial Statements for the financial year ended 30 June 2012

Note 18. Contingencies & Other Assets/Liabilities Not Recognised (continued)

\$ '000

LIABILITIES NOT RECOGNISED (continued):

These future equity contributions would be required to maintain the company's minimum level of Net Assets in accordance with its Licence Requirements.

(iv) Other Guarantees

Council has provided no other Guarantees other than those listed above.

2. Other Liabilities

(i) Third Party Claims

The Council is involved from time to time in various claims incidental to the ordinary course of business including claims for damages relating to its services.

Council believes that it is appropriately covered for all claims through its Insurance Coverage and does not expect any material liabilities to eventuate.

(ii) S94 Plans

Council levies Section 94/94A Contributions upon various development across the Council area through the required Contributions Plans.

As part of these Plans, Council has received funds for which it will be required to expend the monies in accordance with those Plans.

As well, these Plans indicate proposed future expenditure to be undertaken by Council, which will be funded by making levies and receipting funds in future years or where a shortfall exists by the use of Council's General Funds.

These future expenses do not yet qualify as liabilities as of the Reporting Date, but represent Councils intention to spend funds in the manner and timing set out in those Plans.

(iii) HIH Insurance

During the period 1995 - 1997 portion of Council's public risk insurance cover was insured or re-insured with a member of the HIH Insurance group of companies.

Council has been recognised as a creditor of HIH and is entitled to receive distributions from the liquidator subject to the Scheme of Arrangement. Due to the uncertainty as to the final distribution amount(s), these claims will be recognised in the income statement as they are received.

(iv) Potential Land Acquisitions due to Planning Restrictions imposed by Council

Council has classified a number of privately owned land parcels as Local Open Space or Bushland.

As a result, where notified in writing by the various owners, Council will be required to purchase these land parcels.

At reporting date, reliable estimates as to the value of any potential liability (& subsequent land asset) from such potential acquisitions has not been possible.

(v) Acquisition of 40 Stuart Street Manly

Council has resolved to acquire 40 Stuart Street Manly for \$4.225M.

As the contract of sale is dated after the 30 June the asset and related liability will be recognised at fair value following completion of the property settlement in a future reporting period.

Manly Council

Notes to the Financial Statements for the financial year ended 30 June 2012

Note 18. Contingencies & Other Assets/Liabilities Not Recognised (continued)

\$ '000

ASSETS NOT RECOGNISED:

(i) Land Under Roads

As permitted under AASB 1051, Council has elected not to bring to account Land Under Roads that it owned or controlled up to & including 30/6/08.

(ii) Infringement Notices/Fines

Fines & Penalty Income, the result of Council issuing Infringement Notices is followed up and collected by the Infringement Processing Bureau.

Councils Revenue Recognition policy for such income is to account for it as revenue on receipt.

Accordingly, at Year End, there is a potential asset due to Council representing issued but unpaid Infringement Notices.

Due to the limited information available on the status, value and duration of outstanding Notices, Council is unable to determine the value of outstanding income.

Manly Council

Notes to the Financial Statements

for the financial year ended 30 June 2012

Note 19. Controlled Entities, Associated Entities & Interests in Joint Ventures

\$ '000

Council's objectives can and in some cases are best met through the use of separate entities & operations.

These operations and entities range from 100% ownership and control through to lower levels of ownership and control via co-operative arrangements with other Councils, Bodies and other Outside Organisations.

The accounting and reporting for these various entities, operations and arrangements varies in accordance with accounting standards, depending on the level of Councils (i) interest and (ii) control and the type (form) of entity/operation, as follows;

Subsidiaries

Note 19(a)

Operational Arrangements where Councils Control (but not necessarily Interest) exceeds 50%

Associated Entities & Joint Venture Entities

Note 19(b) (i)&(ii)

Arrangements in the form of a Separate Entity that deploys the resources of the operation itself. Under Associated Entities, Council significantly influences the operations (but does not control them, whilst for JV Entities, Council Jointly Controls the Operations with other parties.

Joint Venture Operations

Note 19(c)

Arrangements that do not comprise an actual individual entity which can deploy the resources of the individual participants. Under JV Operations, Council Jointly Controls the operations with the Other Parties involved.

Subsidiaries, Associated Entities and Joint Ventures Not Recognised

Note 19(d)

Accounting Recognition:

(i) Subsidiaries disclosed under Note 19(a), and Joint Venture Operations disclosed at Note 19(c), are accounted for on a Line by Line Consolidation basis within the Income Statement and Balance Sheet.

(ii) Associated Entities and Joint Venture Entities as per Notes 19(b)(i) & (ii) are accounted for using the Equity Accounting Method - and are disclosed as a 1 line entry in both the Income Statement and Balance Sheet.

	Council's Share of Net Income		Council's Share of Net Assets	
	Actual 2012	Actual 2011	Actual 2012	Actual 2011
Associated Entities	-	-	-	-
Joint Venture Entities	291	240	1,680	1,481
Total	291	240	1,680	1,481

Manly Council

Notes to the Financial Statements

for the financial year ended 30 June 2012

Note 19. Controlled Entities, Associated Entities & Interests in Joint Ventures

\$ '000

19(a) Subsidiaries (ie. Entities & Operations controlled by Council)

Council has no interest in any Subsidiaries.

19(b) Associated Entities & Joint Venture Entities

(i) ASSOCIATED ENTITIES

Council has no interest in any Associated Entities.

(ii) JOINT VENTURE ENTITIES

(a) Carrying Amounts

Name of Entity	Principal Activity	2012	2011
Shorelink Library Network	Sharing of Library Infrastructure	51	37
Kimbriki Environmental Enterprises P/L	Recycling & Waste Disposal	1,629	1,444
Total Carrying Amounts - Joint Venture Entities		1,680	1,481

(b) Relevant Interests

Name of Entity	Interest in Outputs		Interest in Ownership		Proportion of Voting Power	
	2012	2011	2012	2011	2012	2011
Shorelink Library Network	14%	14%	17%	17%	20%	20%
Kimbriki Environmental Enterprises P/L	11%	11%	11%	11%	11%	11%

(c) Movement in Carrying Amounts

	Shorelink Library Network		Kimbriki Environmental Enterprises P/L	
	2012	2011	2012	2011
Opening Balance	37	30	1,444	1,298
Share in Operating Result	11	5	280	235
Distributions Received	-	-	(94)	(89)
Adjustments to Equity	3	2	(1)	-
Council's Equity Share in the Joint Venture Entity	51	37	1,629	1,444

Manly Council

Notes to the Financial Statements for the financial year ended 30 June 2012

Note 19. Controlled Entities, Associated Entities & Interests in Joint Ventures

\$ '000

19(b) Associated Entities & Joint Venture Entities (continued)

(d) Share of Joint Ventures Assets & Liabilities

	Assets		Liabilities		Net Assets
	Current	Non Current	Current	Non Current	
2012					
Shorelink Library Network	53	8	10	-	51
Kimbriki Environmental Enterprises P/L	1,541	424	272	64	1,629
Totals	1,594	432	282	64	1,680
2011					
Shorelink Library Network	40	5	8	-	37
Kimbriki Environmental Enterprises P/L	1,383	325	222	42	1,444
Totals	1,423	330	230	42	1,481

(e) Share of Joint Ventures Revenues, Expenses & Results

	2012			2011		
	Revenues	Expenses	Result	Revenues	Expenses	Result
Shorelink Library Network	86	75	11	81	76	5
Kimbriki Environmental Enterprises P/L	2,405	2,125	280	2,074	1,839	235
Totals	2,491	2,200	291	2,155	1,915	240

19(c) Joint Venture Operations

Council has no interest in any Joint Venture Operations.

19(d) Subsidiaries, Associated Entities & Joint Venture Operations Not Recognised

All Subsidiaries, Associated Entities & Joint Ventures have been recognised in this Financial Report as required.

Manly Council

Notes to the Financial Statements

for the financial year ended 30 June 2012

Note 20. Equity - Retained Earnings and Revaluation Reserves

\$ '000	Notes	Actual 2012	Actual 2011
a. Retained Earnings			
Movements in Retained Earnings were as follows:			
Balance at beginning of Year (from previous years audited accounts)		502,565	500,858
a. Correction of Prior Period Errors	20 (c)	-	-
b. Changes in Accounting Policies (prior period effects)	20 (d)	-	-
c. Other Comprehensive Income (excl. direct to Reserves transactions)		-	-
d. Net Operating Result for the Year		(1,497)	1,707
e. Distributions to/(Contributions from) Minority Interests		-	-
f. Transfers between Equity		-	-
Balance at End of the Reporting Period		<u>501,068</u>	<u>502,565</u>

b. Reserves

(i) Reserves are represented by:

- Infrastructure, Property, Plant & Equipment Revaluation Reserve	178,922	178,922
Total	<u>178,922</u>	<u>178,922</u>

(ii) Reconciliation of movements in Reserves:

Infrastructure, Property, Plant & Equipment Revaluation Reserve

- Opening Balance	178,922	226,509
- Revaluations for the year	-	(47,325)
- Other movements: Assets reclassified at their revalued amounts	-	(262)
- Balance at End of Year	<u>178,922</u>	<u>178,922</u>

TOTAL VALUE OF RESERVES

<u>178,922</u>	<u>178,922</u>
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(iii) Nature & Purpose of Reserves

Infrastructure, Property, Plant & Equipment Revaluation Reserve

- The Infrastructure, Property, Plant & Equipment Revaluation Reserve is used to record increments/decrements of Non Current Asset values due to their revaluation.

c. Correction of Error/s relating to a Previous Reporting Period

Council made no correction of errors during the current reporting period.

d. Voluntary Changes in Accounting Policies

Council made no voluntary changes in any accounting policies during the year.

Manly Council

Notes to the Financial Statements for the financial year ended 30 June 2012

Note 21. Financial Result & Financial Position by Fund

\$ '000

Council utilises only a General Fund for its operations.

Note 22. "Held for Sale" Non Current Assets & Disposal Groups

Council did not classify any Non Current Assets or Disposal Groups as "Held for Sale".

Note 23. Events occurring after Balance Sheet Date

Events that occur after the reporting date of 30 June 2012, up to and including the date when the financial statements are "authorised for issue" have been taken into account in preparing these statements.

Council has adopted the date of receipt of the Auditors' Report as the appropriate "authorised for issue" date relating to these General Purpose Financial Statements.

Accordingly, the "authorised for issue" date is 04/10/12.

(ii) Events that have provided evidence of conditions that arose after the Reporting Date

These financial statements (& figures therein) do not incorporate any "non adjusting events" that have occurred after 30 June 2012 and which are only indicative of conditions that arose after 30 June 2012.

Council is aware of the following "non adjusting events" that merit disclosure;

Council has received an unconditional undertaking from the CBA to provide the long term loan funding for the payment of the balance of the property purchase (former Seaforth TAFE) disclosed under Note 10 as a non current liability of \$2.231 million. Council has provided for this loan in its current Operation Plan.

Manly Council

Notes to the Financial Statements

for the financial year ended 30 June 2012

Note 24. Discontinued Operations

\$ '000	Actual 2012	Actual 2011
(i) Discontinued Operations		
On 4 November 2011, Council finalised the sale of its Commercial Waste Services to JJ Richards & Sons Pty Ltd. Financial information relating to the discontinued operation for the period to the date of transfer is set out below.		
(ii) Financial Performance of Discontinued Operations		
Financial Performance		
Revenues	376	1,141
Expenses	(735)	(1,373)
Gross Profit/(Loss) of Discontinued Operations	(359)	(232)
Gain/(Losses) On Reclassification &/or Sale		
Consideration Received for Discontinued Operations	462	-
Gain/(Loss) on Reclassification/Sale	462	-
<u>NET PROFIT/(LOSS) from DISCONTINUED OPERATIONS</u>	<u>103</u>	<u>(232)</u>
(iii) Net Carrying Value of Discontinued Operations		
Commercial Waste Services		
Carrying Value - Assets	48	103
Carrying Value - Liabilities	(32)	(97)
Net Carrying Value	16	6
Total Value of Discontinued Operations (On Hand)	16	6

Manly Council

Notes to the Financial Statements

for the financial year ended 30 June 2012

Note 25. Intangible Assets

\$ '000

Intangible Assets represent identifiable non-monetary asset without physical substance.

	Actual 2012 Carrying Amount	Actual 2011 Carrying Amount
Intangible Assets are as follows;		
Opening Values:		
Gross Book Value (1/7/11)	1,093	1,093
Accumulated Amortisation (1/7/11)	(88)	(44)
Accumulated Impairment (1/7/11)	-	-
Net Book Value - Opening Balance	1,005	1,049
- Amortisation charges	(44)	(44)
- Impairment charges	-	-
Closing Values:		
Gross Book Value (30/6/12)	1,093	1,093
Accumulated Amortisation (30/6/12)	(132)	(88)
Accumulated Impairment (30/6/12)	-	-
TOTAL INTANGIBLE ASSETS - NET BOOK VALUE ¹	961	1,005

¹ The Net Book Value of Intangible Assets represent:

- Software	961	-
- Kimbriki Access Rights	-	1,005
	961	1,005

Note 26. Reinstatement, Rehabilitation & Restoration Liabilities

Council has no outstanding obligations to make, restore, rehabilitate or reinstate any of its assets/operations.

Manly Council

Notes to the Financial Statements for the financial year ended 30 June 2012

Note 27. Council Information & Contact Details

Principal Place of Business:

1 Belgrave Street
Manly NSW 2095

Contact Details

Mailing Address:

PO Box 82
Manly NSW 2095

Opening Hours:

Monday to Friday
8:30am to 5:00pm

Telephone: 02 9976 1500

Facsimile: 02 9976 1400

Internet: www.manly.nsw.gov.au

Email: records@manly.nsw.gov.au

Officers

GENERAL MANAGER

Mr Henry Wong

RESPONSIBLE ACCOUNTING OFFICER

Mrs Jenny Nascimento

PUBLIC OFFICER

Ms Joanna Bramma

AUDITORS

Hill Rogers Spencer Steer

Elected Members

MAYOR

Jean Hay

COUNCILLORS

Clr Adele Heasman

Clr Barbara Aird

Clr Hugh Burns

Clr Lauren Elder

Clr Cathy Griffin

Clr Alan Le Surf

Clr Dr Peter A Macdonald MB MS MRCGP DA DRCOG

Clr Richard Morrison

Clr David Murphy

Clr Mark Norek

Clr Craig Whitting

Clr Candy Bingham (elected 8/9/2012)

Clr James Griffin (elected 8/9/2012)

Clr Steve Pickering (elected 8/9/2012)

Other Information

ABN: 43 662 868 065

MANLY COUNCIL

GENERAL PURPOSE FINANCIAL STATEMENTS

INDEPENDENT AUDITORS' REPORT

REPORT ON THE FINANCIAL STATEMENTS

We have audited the accompanying *general purpose financial statements* of **Manly Council**, which comprises the Balance Sheet as at 30 June 2012, Income Statement, Statement of Comprehensive Income, Statement of Changes in Equity and Statement of Cash Flows for the year ended on that date, a summary of significant accounting policies and other explanatory notes and the Statement by Councillors and Management. The financial statements include the consolidated financial statements of the economic entity and the entities it controlled at year end or from time to time during the year.

Responsibility of Council for the Financial Statements

The Council is responsible for the preparation and fair presentation of the financial statements in accordance with Australian Accounting Standards (including the Australian Accounting Interpretations) and the Local Government Act 1993. This responsibility includes the maintenance of adequate accounting records and internal controls designed to prevent and detect fraud and error; designing, implementing and maintaining internal controls relevant to the preparation and fair presentation of the financial statements that are free from material misstatement, whether due to fraud or error; selecting and applying appropriate accounting policies; and making accounting estimates that are reasonable in the circumstances.

Auditors' Responsibility

Our responsibility is to express an opinion on the financial statements based on our audit. We conducted our audit in accordance with Australian Auditing Standards. These Auditing Standards require that we comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance whether the financial statements are free from material misstatement. Our audit responsibility does not extend to the original budget information disclosed in the Income Statement, Statement of Cash Flows, and Note 2(a) or the budget variation explanations disclosed in Note 16. Nor does our responsibility extend to the projected future developer contributions and costs disclosed in Note 17. Accordingly, no opinion is expressed on these matters.

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

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Sydney NSW 2001

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Steer Assurance Partners

ABN 56 435 338 966

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Independence

In conducting our audit, we followed applicable independence requirements of Australian professional ethical pronouncements.

Auditor's Opinion

In our opinion,

- (a) the Council's accounting records have been kept in accordance with the requirements of the Local Government Act 1993, Chapter 13 part 3 Division 2; and
- (b) the financial statements:
 - (i) have been presented in accordance with the requirements of this Division;
 - (ii) are consistent with the Council's accounting records;
 - (iii) present fairly the Council's financial position, the results of its operations and its cash flows; and
 - (iv) are in accordance with applicable Accounting Standards and other mandatory professional reporting requirements in Australia.
- (c) all information relevant to the conduct of the audit has been obtained; and
- (d) there are no material deficiencies in the accounting records or financial statements that we have become aware of during the course of the audit.

Emphasis of Matter

Without qualification to the opinion expressed above, we draw attention to following matter. Note 23 to the financial statements describes the availability of long term funding to satisfy the purchase of the former Seaforth TAFE from the state government.

HILL ROGERS SPENCER STEER



GARY MOTTAU

Partner

Dated at Sydney this 4th day of October 2012

Hill Rogers
Spencer Steer

4 October 2012

The Mayor
Manly Council
PO Box 82
MANLY NSW 2095

Mayor,

Audit Report - Year Ended 30 June 2012

We are pleased to advise completion of the audit of Council's books and records for the year ended 30 June 2012 and that all information required by us was readily available. We have signed our reports as required under Section 417(1) of the Local Government Act, 1993 and the Local Government Code of Accounting Practice and Financial Reporting to the General and Special Purpose Financial Statements.

Our audit has been conducted in accordance with Australian Auditing Standards so as to express an opinion on both the General and Special Purpose Financial Statements of the Council. We have ensured that the accounts have been prepared in accordance with Australian equivalents to International Financial Reporting Standards (AIFRS) and the Local Government Code of Accounting Practice and Financial Reporting.

This report on the conduct of the audit is also issued under Section 417(1) and we now offer the following comments on the financial statements and the audit;

I. RESULTS FOR THE YEAR

1.1 Operating Result

The operating result for the year was a deficit of \$1.497 million as compared with a surplus of \$1.707 million in the previous year.

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The following table sets out the results for the year and the extent (%) that each category of revenue and expenses contributed to the total.

	2012	% of	2011	% of	Increase
	\$'000	Total	\$'000	Total	(Decrease)
					\$'000
Revenues before capital items					
Rates & annual charges	33,969	60%	32,888	58%	1,081
User charges, fees & other revenues	17,590	31%	17,724	31%	(134)
Grants & contributions provided for operating purposes	4,429	8%	5,216	9%	(787)
Interest & investment revenue	1,032	2%	1,047	2%	(15)
	57,020	100%	56,875	100%	145
Expenses					
Employee benefits & costs	29,499	50%	27,660	48%	1,839
Materials, contracts & other expenses	20,979	35%	21,017	37%	(38)
Depreciation, amortisation & impairment	8,462	14%	8,069	14%	393
Borrowing costs	482	1%	600	1%	(118)
	59,422	100%	57,346	100%	2,076
Operating result from discontinued operations	103		(232)		335
Surplus/(Deficit) before capital items	(2,299)		(703)		(1,596)
Grants & contributions provided for capital purposes	802		2,410		(1,608)
Net Surplus/(Deficit) for the year	(1,497)		1,707		(3,204)

The table above shows an overall decrease compared with the previous year of \$3.204 million and can be attributed to reduced capital grants and contributions and reduced capitalisation of employee costs.

1.2 Funding Result

The operating result does not take into account all revenues and all expenditures and in reviewing the overall financial performance of Council it is useful to take into account the total source of revenues and where they were spent during the year which is illustrated in the table below.

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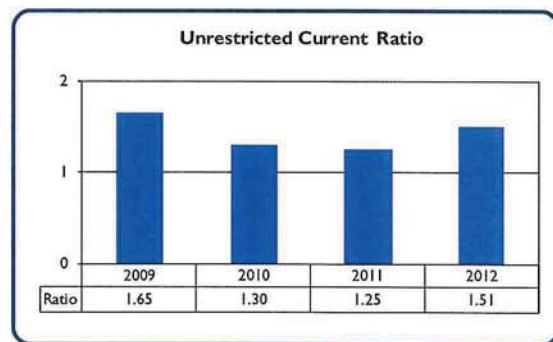
	2012 \$'000	2011 \$'000
Funds were provided by:-		
Operating Result (as above)	(1,497)	1,707
Add back non funding items:-		
- Depreciation, amortisation & impairment	8,462	8,069
- Book value of non current assets sold	591	589
- (Surplus)/Deficit in joint ventures	(291)	(240)
	<u>7,265</u>	<u>10,125</u>
New loan borrowings	3,900	2,000
Finance Leases	48	0
Transfers from externally restricted assets (net)	0	1,618
Transfers from internal reserves (net)	78	475
Distributions from joint ventures	94	89
Net Changes in current/non current assets & liabilities	4,034	0
	<u>15,419</u>	<u>14,307</u>
Funds were applied to:-		
Purchase and construction of assets	(12,064)	(10,779)
Principal repaid on loans	(1,098)	(920)
Finance lease instalments	(229)	(299)
Transfers to externally restricted assets (net)	(654)	0
Net Changes in current/non current assets & liabilities	0	(2,578)
	<u>(14,045)</u>	<u>(14,576)</u>
Increase/(Decrease) in Available Working Capital	1,374	(269)

2. FINANCIAL POSITION

2.1 Unrestricted Current Ratio (UCR)

The Unrestricted Current Ratio is a financial indicator specific to local government and represents Council's ability to meet its debts and obligations as they fall due.

After eliminating externally restricted assets and current liabilities not expected to be paid within the next 12 months net current assets amounted to \$3.718 million representing a factor of 1.51 to 1.



2.2 Available Working Capital – (Working Funds)

At the close of the year the Available Working Capital of Council stood at \$1.425 million as detailed below;

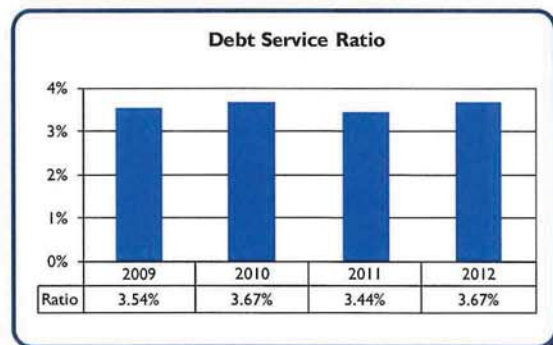
	2012	2011	Change
	\$'000	\$'000	\$'000
Net Current Assets (Working Capital) as per Accounts	551	(729)	1,280
Add: Payables & provisions not expected to be realised in the next 12 months included above	9,970	9,176	794
Adjusted Net Current Assets	10,521	8,447	2,074
Add: Budgeted & expected to pay in the next 12 months			
- Borrowings	1,191	1,256	(65)
- Employees leave entitlements	2,270	1,635	635
- Deposits & retention moneys	606	1,300	(694)
Less: Externally restricted assets	(6,803)	(6,149)	(654)
Less: Internally restricted assets	(6,360)	(6,438)	78
Available Working Capital as at 30 June	\$ 1,425	\$ 51	\$ 1,374

The balance of Available Working Capital should be at a level to manage Council's day to day operations including the financing of hard core debtors and inventories and to provide a buffer against unforeseen and unbudgeted expenditures. Taking into consideration the nature and level of the internally restricted assets (Reserves) set aside and the balanced budget adopted for the year ending 30 June 2012, we are of the opinion that Available Working Capital as at 30 June 2012 was satisfactory.

2.3 Debt

Operating revenue (excluding special purpose grants and contributions) required to service debt (loan repayments) was 3.67%.

Principal and interest paid was \$1.990 million leaving total debt as at 30 June 2012 at \$12.291 million.



2.4 Summary

Council's overall financial position, when taking into account the above financial indicators is, in our opinion, satisfactory.

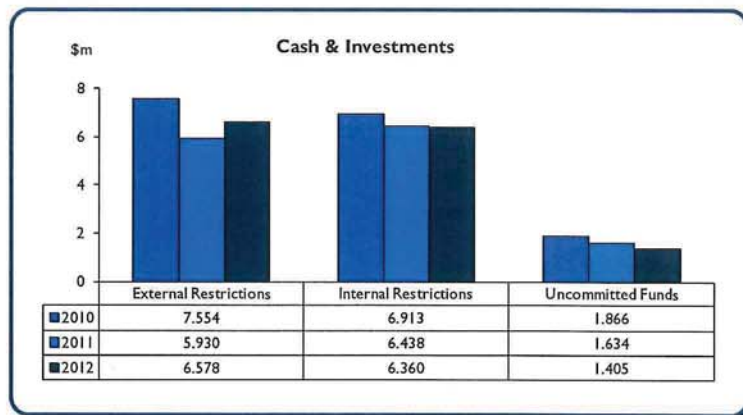
3. CASH ASSETS

3.1 Cash & Investments

Cash and investments totalled \$14.343 million at the close of the year as compared with \$14.002 million in 2011 and \$16.333 million in 2010.

Investments included CDO's (Collateralised Debt Obligations) held at fair value of \$1.070 million. These securities have been significantly affected by the ongoing global credit crisis. Note 1(g) provides details of the valuation of these securities.

The table alongside summarises the purposes for which cash and investments were held.



Externally restricted cash and investments are restricted in their use by externally imposed requirements and consisted of unexpended development contributions under Section 94 of \$4.878 million, specific purpose grants of \$980,000 and Art Galley funds of \$720,000.

Internally restricted cash and investments have been restricted in their use by resolution or policy of Council to reflect forward plans, identified programs of works, and are, in fact, Council's "**Reserves**". These Reserves totalled \$6.360 million and their purposes are more fully disclosed in Note 6 of the financial statements.

Unrestricted cash and investments amounted to \$1.405 million, which is available to provide liquidity for day to day operations.

3.2 Cash Flows

The Statement of Cash Flows illustrates the flow of cash (highly liquid cash and investments) moving in and out of Council during the year and reveals that cash decreased by \$1.001 million to \$10.850 million at the close of the year.

In addition to operating activities which contributed net cash of \$8.009 million were the sale of investments securities (\$302,000), proceeds from borrowings (\$3.948 million), distributions from joint ventures (\$94,000) and sale of assets (\$550,000). Cash outflows other than operating activities were used to repay loans and finance leases (\$1.327 million) and purchase and construct assets (\$11.077 million).

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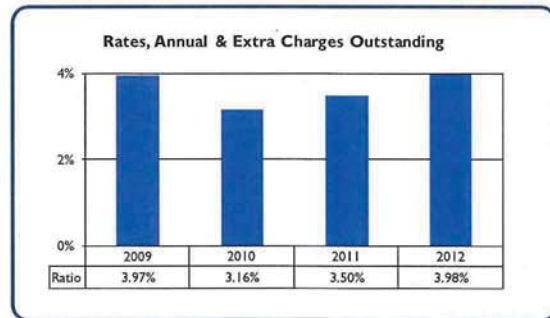
4. RECEIVABLES

4.1 Rates & Annual Charges (excluding interest & extra charges)

Net rates and annual charges levied during the year totalled \$33.969 million and represented 58.75% of Council's total revenues. Including arrears, the total rates and annual charges collectible was \$34.997 million of which \$33.670 million (96.21%) was collected.

4.2 Rates, Annual & Extra Charges

Arrears of rates, annual & extra charges stood at \$1.407 million at the end of the year and represented 3.98% of those receivables.



4.3 Other Receivables

Receivables (other than rates & annual charges) totalled \$2.300 million and mainly consisted of user charges and fees (\$940,000), amounts due from government departments (\$959,000) and accrued interest on investments and other revenues (\$394,000). Those considered to be uncertain of collection have been provided for as doubtful debts and this provision amounted to \$56,000.

5. PAYABLES

5.1 Employees Leave Entitlements

Council's provision for its liability toward employees leave entitlements and associated on costs amounted to \$6.643 million.

Internally restricted cash and investments were held amounting to \$1.328 million representing, 20% of this liability and was, in our opinion, sufficient to meet unbudgeted and unanticipated retirements.

5.2 Deposits, Retentions & Bonds

Deposits, retentions and bonds held at year end amounted to \$6.406 million of which \$1.588 million was held in internally restricted cash and investments, representing 25% of the liability.

5.3 Accrued Expenses

Council purchased the former Seaforth TAFE site during the year on deferred settlement terms with the balance due on 11 June 2013. Note 23 provides information in relation to funding the settlement.

6. MANAGEMENT LETTER

A letter was issued to management during the year in respect of our examination of certain aspects of Council's accounting systems and internal controls necessary to produce reliable financial reports that we considered warrant attention. A response was received from management.

7. CONCLUSION

We wish to record our appreciation to your General Manager and his staff for their ready co-operation and the courtesies extended to us during the conduct of the audit.

Yours faithfully,

HILL ROGERS SPENCER STEER



GARY MOTTAU

Partner

Manly Council

SPECIAL PURPOSE FINANCIAL STATEMENTS
for the year ended 30 June 2012

*"Manly - where the natural environment and heritage sustain and
complement a vibrant cosmopolitan and community lifestyle"*



Manly Council

Special Purpose Financial Statements

for the financial year ended 30 June 2012

Contents	Page
1. Statement by Councillors & Management	2
2. Special Purpose Financial Statements:	
- Income Statement of Other Business Activities	3
- Balance Sheet of Other Business Activities	6
3. Notes to the Special Purpose Financial Statements	9
4. Auditor's Report	13

Background

- (i) These Special Purpose Financial Statements have been prepared for the use by both Council and the Division of Local Government in fulfilling their requirements under National Competition Policy.
- (ii) The principle of competitive neutrality is based on the concept of a "level playing field" between persons/entities competing in a market place, particularly between private and public sector competitors.

Essentially, the principle is that government businesses, whether Commonwealth, State or Local, should operate without net competitive advantages over other businesses as a result of their public ownership.

- (iii) For Council, the principle of competitive neutrality & public reporting applies only to declared business activities.

These include **(a)** those activities classified by the Australian Bureau of Statistics as business activities being water supply, sewerage services, abattoirs, gas production and reticulation and **(b)** those activities with a turnover of over \$2 million that Council has formally declared as a Business Activity (defined as Category 1 activities).

- (iv) In preparing these financial statements for Council's self classified Category 1 businesses and ABS defined activities, councils must **(a)** adopt a corporatisation model and **(b)** apply full cost attribution including tax equivalent regime payments & debt guarantee fees (where the business benefits from councils borrowing position by comparison with commercial rates).
-

Manly Council

Special Purpose Financial Statements

for the financial year ended 30 June 2012

Statement by Councillors and Management

made pursuant to the Local Government Code of Accounting Practice and Financial Reporting

The attached Special Purpose Financial Statements have been prepared in accordance with:

- The NSW Government Policy Statement "Application of National Competition Policy to Local Government".
- The Division of Local Government Guidelines "Pricing & Costing for Council Businesses - A Guide to Competitive Neutrality".
- The Local Government Code of Accounting Practice and Financial Reporting.
- The NSW Office of Water (Department of Environment, Climate Change and Water) Guidelines - "Best Practice Management of Water and Sewerage".

To the best of our knowledge and belief, these Financial Statements:

- Present fairly the Operating Result and Financial Position for each of Council's declared Business Activities for the year, and
- Accord with Council's accounting and other records.

We are not aware of any matter that would render these Statements false or misleading in any way.

Signed in accordance with a resolution of Council made on 07 September 2012.



Jean Hay
MAYOR



Mr Henry Wong
GENERAL MANAGER



Mrs Jenny Nascimento
RESPONSIBLE ACCOUNTING OFFICER

Manly Council

Income Statement of Council's Other Business Activities

for the financial year ended 30 June 2012

\$ '000	Domestic Waste Management		Commercial Waste	
	Category 1		Category 2	
	Actual 2012	Actual 2011	Actual 2012	Actual 2011
Income from continuing operations				
Access charges	8,637	8,166	-	-
User charges	9	9	376	1,141
Fees	-	-	-	-
Interest	-	-	-	-
Grants and contributions provided for non capital purposes	303	265	-	157
Profit from the sale of assets	-	-	-	-
Other income	7	7	462	-
Total income from continuing operations	8,956	8,447	838	1,298
Expenses from continuing operations				
Employee benefits and on-costs	2,028	2,176	452	655
Borrowing costs	-	-	-	-
Materials and contracts	-	3,147	-	1,109
Depreciation and impairment	3,515	479	500	-
Loss on sale of assets	674	-	-	-
Calculated taxation equivalents	-	-	-	-
Debt guarantee fee (if applicable)	-	-	-	-
Other expenses	2,662	2,204	88	333
Total expenses from continuing operations	8,879	8,006	1,040	2,097
Surplus (deficit) from Continuing Operations before capital amounts	77	441	(202)	(799)
Grants and contributions provided for capital purposes	-	-	-	-
Surplus (deficit) from Continuing Operations after capital amounts	77	441	(202)	(799)
Surplus (deficit) from discontinued operations	-	-	-	-
Surplus (deficit) from ALL Operations before tax	77	441	(202)	(799)
less: Corporate Taxation Equivalent (30%) [based on result before capital]	(23)	(132)	-	-
SURPLUS (DEFICIT) AFTER TAX	54	309	(202)	(799)
plus Opening Retained Profits	665	1,253	6	87
plus/less: Prior Period Adjustments	-	-	-	-
plus Adjustments for amounts unpaid:				
- Taxation equivalent payments	-	-	-	-
- Debt guarantee fees	-	-	-	-
- Corporate taxation equivalent	23	132	-	-
add:				
- Subsidy Paid/Contribution To Operations	835	(1,029)	212	718
less:				
- TER dividend paid	-	-	-	-
- Dividend paid	-	-	-	-
Closing Retained Profits	1,577	665	16	6
Return on Capital %	3.8%	26.4%	n/a	n/a
Subsidy from Council	-	-	202	799

Manly Council

Income Statement of Council's Other Business Activities

for the financial year ended 30 June 2012

\$ '000	Parking Stations		Swim Centre	
	Category 1		Category 2	
	Actual 2012	Actual 2011	Actual 2012	Actual 2011
Income from continuing operations				
Access charges	-	-	-	-
User charges	4,727	4,170	935	975
Fees	-	-	-	-
Interest	-	-	-	-
Grants and contributions provided for non capital purposes	-	-	-	-
Profit from the sale of assets	-	-	-	-
Other income	-	-	99	116
Total income from continuing operations	4,727	4,170	1,034	1,091
Expenses from continuing operations				
Employee benefits and on-costs	153	149	800	753
Borrowing costs	-	-	-	-
Materials and contracts	821	1,038	267	128
Depreciation and impairment	86	108	24	21
Loss on sale of assets	-	-	-	-
Calculated taxation equivalents	-	-	-	-
Debt guarantee fee (if applicable)	-	-	-	-
Other expenses	302	274	343	328
Total expenses from continuing operations	1,362	1,569	1,434	1,230
Surplus (deficit) from Continuing Operations before capital amounts	3,365	2,601	(400)	(139)
Grants and contributions provided for capital purposes	-	-	-	-
Surplus (deficit) from Continuing Operations after capital amounts	3,365	2,601	(400)	(139)
Surplus (deficit) from discontinued operations	-	-	-	-
Surplus (deficit) from ALL Operations before tax	3,365	2,601	(400)	(139)
less: Corporate Taxation Equivalent (30%) [based on result before capital]	(1,010)	(780)	-	-
SURPLUS (DEFICIT) AFTER TAX	2,356	1,821	(400)	(139)
plus Opening Retained Profits	155	230	(74)	(90)
plus/less: Prior Period Adjustments	-	-	-	-
plus Adjustments for amounts unpaid:				
- Taxation equivalent payments	-	-	-	-
- Debt guarantee fees	-	-	-	-
- Corporate taxation equivalent	1,010	780	-	-
add:				
- Subsidy Paid/Contribution To Operations	-	-	365	155
less:				
- TER dividend paid	-	-	-	-
- Dividend paid	(3,460)	(2,676)	-	-
Closing Retained Profits	60	155	(109)	(74)
Return on Capital %	6118.2%	1857.9%	-678.0%	-182.9%
Subsidy from Council	-	-	402	143

Manly Council

Income Statement of Council's Other Business Activities

for the financial year ended 30 June 2012

Childrens Services

Category 1

\$ '000	Actual 2012	Actual 2011
Income from continuing operations		
Access charges	-	-
User charges	2,592	2,186
Fees	-	-
Interest	-	-
Grants and contributions provided for non capital purposes	762	478
Profit from the sale of assets	-	-
Other income	12	13
Total income from continuing operations	3,366	2,677
Expenses from continuing operations		
Employee benefits and on-costs	2,726	2,360
Borrowing costs	-	-
Materials and contracts	480	427
Depreciation and impairment	18	17
Loss on sale of assets	-	-
Calculated taxation equivalents	-	-
Debt guarantee fee (if applicable)	-	-
Other expenses	399	327
Total expenses from continuing operations	3,623	3,131
Surplus (deficit) from Continuing Operations before capital amounts	(257)	(454)
Grants and contributions provided for capital purposes	-	-
Surplus (deficit) from Continuing Operations after capital amounts	(257)	(454)
Surplus (deficit) from discontinued operations	-	-
Surplus (deficit) from ALL Operations before tax	(257)	(454)
less: Corporate Taxation Equivalent (30%) [based on result before capital]	-	-
SURPLUS (DEFICIT) AFTER TAX	(257)	(454)
plus Opening Retained Profits	(206)	(173)
plus/less: Prior Period Adjustments	-	-
plus Adjustments for amounts unpaid:		
- Taxation equivalent payments	-	-
- Debt guarantee fees	-	-
- Corporate taxation equivalent	-	-
add:		
- Subsidy Paid/Contribution To Operations	200	421
less:		
- TER dividend paid	-	-
- Dividend paid	-	-
Closing Retained Profits	(263)	(206)
Return on Capital %	-292.0%	-436.5%
Subsidy from Council	260	459

Manly Council

Balance Sheet of Council's Other Business Activities

as at 30 June 2012

\$ '000	Domestic Waste Management		Commercial Waste	
	Category 1		Category 2	
	Actual 2012	Actual 2011	Actual 2012	Actual 2011
ASSETS				
Current Assets				
Cash and cash equivalents	-	-	-	-
Investments	-	-	-	-
Receivables	236	220	48	103
Inventories	-	-	-	-
Other	-	-	-	-
Non-current assets classified as held for sale	-	-	-	-
Total Current Assets	236	220	48	103
Non-Current Assets				
Investments	-	-	-	-
Receivables	-	-	-	-
Inventories	-	-	-	-
Infrastructure, property, plant and equipment	2,012	1,672	-	-
Investments accounted for using equity method	-	-	-	-
Investment property	-	-	-	-
Other	-	-	-	-
Total Non-Current Assets	2,012	1,672	-	-
TOTAL ASSETS	2,248	1,892	48	103
LIABILITIES				
Current Liabilities				
Bank Overdraft	-	-	-	-
Payables	29	662	-	-
Interest bearing liabilities	-	-	-	-
Provisions	639	562	32	97
Total Current Liabilities	668	1,224	32	97
Non-Current Liabilities				
Payables	-	-	-	-
Interest bearing liabilities	-	-	-	-
Provisions	3	3	-	-
Other Liabilities	-	-	-	-
Total Non-Current Liabilities	3	3	-	-
TOTAL LIABILITIES	671	1,227	32	97
NET ASSETS	1,577	665	16	6
EQUITY				
Retained earnings	1,577	665	16	6
Revaluation reserves	-	-	-	-
Council equity interest	1,577	665	16	6
Minority equity interest	-	-	-	-
TOTAL EQUITY	1,577	665	16	6

Manly Council

Balance Sheet of Council's Other Business Activities

as at 30 June 2012

\$ '000	Parking Stations		Swim Centre	
	Category 1		Category 2	
	Actual 2012	Actual 2011	Actual 2012	Actual 2011
ASSETS				
Current Assets				
Cash and cash equivalents	-	-	-	-
Investments	-	-	-	-
Receivables	17	22	-	-
Inventories	-	-	-	-
Other	-	-	-	-
Non-current assets classified as held for sale	-	-	-	-
Total Current Assets	17	22	-	-
Non-Current Assets				
Investments	-	-	-	-
Receivables	-	-	-	-
Inventories	-	-	-	-
Infrastructure, property, plant and equipment	55	140	59	76
Investments accounted for using equity method	-	-	-	-
Investment property	-	-	-	-
Other	-	-	-	-
Total Non-Current Assets	55	140	59	76
TOTAL ASSETS	72	162	59	76
LIABILITIES				
Current Liabilities				
Bank Overdraft	-	-	-	-
Payables	-	-	-	-
Interest bearing liabilities	-	-	-	-
Provisions	9	5	164	147
Total Current Liabilities	9	5	164	147
Non-Current Liabilities				
Payables	-	-	-	-
Interest bearing liabilities	-	-	-	-
Provisions	3	2	4	3
Other Liabilities	-	-	-	-
Total Non-Current Liabilities	3	2	4	3
TOTAL LIABILITIES	12	7	168	150
NET ASSETS	60	155	(109)	(74)
EQUITY				
Retained earnings	60	155	(109)	(74)
Revaluation reserves	-	-	-	-
Council equity interest	60	155	(109)	(74)
Minority equity interest	-	-	-	-
TOTAL EQUITY	60	155	(109)	(74)

Manly Council

Balance Sheet of Council's Other Business Activities

as at 30 June 2012

Childrens Services

Category 1

\$ '000	Actual 2012	Actual 2011
ASSETS		
Current Assets		
Cash and cash equivalents	-	-
Investments	-	-
Receivables	-	-
Inventories	-	-
Other	-	-
Non-current assets classified as held for sale	-	-
Total Current Assets	-	-
Non-Current Assets		
Investments	-	-
Receivables	-	-
Inventories	-	-
Infrastructure, property, plant and equipment	88	104
Investments accounted for using equity method	-	-
Investment property	-	-
Other	-	-
Total Non-Current Assets	88	104
TOTAL ASSETS	88	104
LIABILITIES		
Current Liabilities		
Bank Overdraft	-	-
Payables	-	-
Interest bearing liabilities	-	-
Provisions	319	284
Total Current Liabilities	319	284
Non-Current Liabilities		
Payables	-	-
Interest bearing liabilities	-	-
Provisions	32	26
Other Liabilities	-	-
Total Non-Current Liabilities	32	26
TOTAL LIABILITIES	351	310
NET ASSETS	(263)	(206)
EQUITY		
Retained earnings	(263)	(206)
Revaluation reserves	-	-
Council equity interest	(263)	(206)
Minority equity interest	-	-
TOTAL EQUITY	(263)	(206)

Manly Council

Special Purpose Financial Statements

for the financial year ended 30 June 2012

Contents of the Notes accompanying the Financial Statements

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Manly Council

Notes to the Special Purpose Financial Statements

for the financial year ended 30 June 2012

Note 1. Significant Accounting Policies

These financial statements are a Special Purpose Financial Statements (SPFS) prepared for use by Council and the Division of Local Government.

For the purposes of these statements, the Council's business activities (reported herein) are not reporting entities.

These special purpose financial statements, unless otherwise stated, have been prepared in accordance with;

- applicable Australian Accounting Standards,
- other authoritative pronouncements of the Australian Accounting Standards Board,
- Australian Accounting Interpretations,
- the Local Government Act and Regulation, and
- the Local Government Code of Accounting Practice and Financial Reporting.

The statements are also prepared on an accruals basis. They are based on historic costs and do not take into account changing money values nor current values of non-current assets (except where specifically stated).

Certain taxes and other costs (appropriately described) have been imputed for the purposes of the National Competition Policy.

National Competition Policy

Council has adopted the principle of 'competitive neutrality' to its business activities as part of the national competition policy which is being applied throughout Australia at all levels of government.

The framework for its application is set out in the June 1996 Government Policy statement on the "Application of National Competition Policy to Local Government".

The "Pricing & Costing for Council Businesses A Guide to Competitive Neutrality" issued by the Division of Local Government in July 1997 has also been adopted.

The pricing & costing guidelines outline the process for identifying and allocating costs to activities and provide a standard of disclosure requirements.

These disclosures are reflected in Council's pricing and/or financial reporting systems and include taxation equivalents; council subsidies; return on investments (rate of return); and dividends paid.

Declared Business Activities

In accordance with *Pricing & Costing for Council Businesses - A Guide to Competitive Neutrality*, Council has declared that the following are to be considered as business activities:

Category 1

(where gross operating turnover is over \$2 million)

a. Domestic Waste Management

Comprising the collection of domestic waste from Council's residents.

b. Parking Stations

Comprising Whistler Street, Manly National, Manly Pacific and Peninsula Parking Stations in Manly.

c. Children's Services

Comprising the nine separate services operating out of the following venues: Kangaroo Street Childcare, Ivanhoe Park Pre-School, the Roundhouse Childcare Centre and Harbourview Children's Care Centre.

Category 2

(where gross operating turnover is less than \$2 million)

a. Commercial Waste Management

Comprising the collection of commercial rated properties in Council's municipality.

This business was sold to a third party in October 2011.

b. Swim Centre

Comprising the operations at Andrew Boy Charlton Manly Swim Centre.

Monetary Amounts

Amounts shown in the financial statements are in Australian currency and rounded to the nearest one thousand dollars

Manly Council

Notes to the Special Purpose Financial Statements

for the financial year ended 30 June 2012

Note 1. Significant Accounting Policies (continued)

(i) Taxation Equivalent Charges

Council is liable to pay various taxes and financial duties in undertaking its business activities. Where this is the case, they are disclosed in these statements as a cost of operations just like all other costs.

However, where Council is exempt from paying taxes which are generally paid by private sector businesses (such as income tax), equivalent tax payments have been applied to all Council nominated business activities and are reflected in these financial statements.

For the purposes of disclosing comparative information relevant to the private sector equivalent, the following taxation equivalents have been applied to all council nominated business activities (this does not include council's non-business activities):

Notional Rate Applied %

Corporate Income Tax Rate – 30%

Land Tax – The first **\$396,000** of combined land values attracts **0%**. From \$396,001 to \$2,421,000 the rate is **1.6% + \$100**. For the remaining combined land value that exceeds \$2,421,000, a premium marginal rate of **2.0%** applies.

Payroll Tax – **5.45%** on the value of taxable salaries and wages in excess of \$678,000.

Income Tax

An income tax equivalent has been applied on the profits of the business.

Whilst income tax is not a specific cost for the purpose of pricing a good or service, it needs to be taken into account of in terms of assessing the rate of return required on capital invested.

Accordingly, the return on capital invested is set at a pre-tax level (gain/(loss) from ordinary activities before capital amounts) as would be applied by a private sector competitor – that is, it should include a provision equivalent to the corporate income tax rate, currently 30%.

Income Tax is only applied where a positive gain/(loss) from ordinary activities before capital amounts has been achieved.

Since this taxation equivalent is notional - that is, it is payable to the "Council" as the owner of business operations, it represents an internal payment and has no effect on the operations of the council. Accordingly, there is no need for disclosure of internal charges in Council's GPFS.

The rate applied of 30% is the equivalent company tax rate prevalent as at balance date. No adjustments have been made for variations that have occurred during the year.

Local Government Rates & Charges

A calculation of the equivalent rates and charges payable on all Category 1 businesses has been applied to all land assets owned or exclusively used by the business activity.

Loan & Debt Guarantee Fees

The debt guarantee fee is designed to ensure that council business activities face "true" commercial borrowing costs in line with private sector competitors.

In order to calculate a debt guarantee fee, council has determined what the differential borrowing rate would have been between the commercial rate and the council's borrowing rate for its business activities.

(ii) Subsidies

Government policy requires that subsidies provided to customers and the funding of those subsidies must be explicitly disclosed.

Subsidies occur where council provides services on a less than cost recovery basis. This option is exercised on a range of services in order for council to meet its community service obligations.

Accordingly, Subsidies disclosed (in relation to National Competition Policy) represents the difference between revenue generated from 'rate of return' pricing and revenue generated from prices set by the council in any given financial year.

Manly Council

Notes to the Special Purpose Financial Statements for the financial year ended 30 June 2012

Note 1. Significant Accounting Policies (continued)

The overall effect of subsidies is contained within the Income Statement of Business Activities.

(iii) Return on Investments (Rate of Return)

The Policy statement requires that councils with Category 1 businesses “would be expected to generate a return on capital funds employed that is comparable to rates of return for private businesses operating in a similar field”.

Such funds are subsequently available for meeting commitments or financing future investment strategies.

The Rate of Return on Capital is calculated as follows:

Operating Result before Capital Income + Interest Expense

Written Down Value of I,PP&E as at 30 June

As a minimum, business activities should generate a return equal to the Commonwealth 10 year bond rate which is 3.03% at 30/6/12.

The actual rate of return achieved by each business activity is disclosed at the foot of each respective Income Statement.

(iv) Dividends

Council is not required to pay dividends to either itself as owner of a range of businesses or to any external entities.

MANLY COUNCIL
SPECIAL PURPOSE FINANCIAL STATEMENTS
INDEPENDENT AUDITORS' REPORT

REPORT ON THE FINANCIAL STATEMENTS

We have audited the accompanying *special purpose financial statements* of **Manly Council**, which comprises the Balance Sheet as at 30 June 2012, Income Statement for the year ended on that date, a summary of significant accounting policies and other explanatory notes and the Statement by Councillors and Management.

Responsibility of Council for the Financial Statements

The Council is responsible for the preparation and fair presentation of the financial statements in accordance with the Local Government Act 1993 and have determined that the accounting policies described in Note 1 to the financial statements, which form part of the financial statements, are appropriate to meet the financial reporting requirements of the Division of Local Government. This responsibility includes the maintenance of adequate accounting records and internal controls designed to prevent and detect fraud and error; designing, implementing and maintaining internal controls relevant to the preparation and fair presentation of the financial statements that are free from material misstatement, whether due to fraud or error; selecting and applying appropriate accounting policies; and making accounting estimates that are reasonable in the circumstances.

Auditors' Responsibility

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

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

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Our audit did not involve an analysis of the prudence of business decisions made by Council or management.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Independence

In conducting our audit, we followed applicable independence requirements of Australian professional ethical pronouncements.

Auditor's Opinion

In our opinion, the special purpose financial statements of the Council are presented fairly in accordance with the requirements of those applicable Accounting Standards detailed in Note I and the Local Government Code of Accounting Practice and Financial Reporting.

Basis of Accounting

Without modifying our opinion, we draw attention to Note I to the financial statements, which describes the basis of accounting. The financial statements have been prepared for the purpose of fulfilling the financial reporting requirements of the Division of Local Government. As a result, the financial statements may not be suitable for another purpose.

HILL ROGERS SPENCER STEER



GARY MOTTAU

Partner

Dated at Sydney this 4th day of October 2012

Manly Council

SPECIAL SCHEDULES

for the year ended 30 June 2012

"Manly - where the natural environment and heritage sustain and complement a vibrant cosmopolitan and community lifestyle"



Manly Council

Special Schedules

for the financial year ended 30 June 2012

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¹ Special Purpose Schedules are not audited.

Background

- (i) These Special Schedules have been designed to meet the requirements of special purpose users such as;
- the NSW Grants Commission
 - the Australian Bureau of Statistics (ABS),
 - the NSW Office of Water,
 - the Department of Environment, Climate Change and Water, and
 - the Division of Local Government (DLG).
- (ii) The financial data is collected for various uses including;
- the allocation of Financial Assistance Grants,
 - the incorporation of Local Government financial figures in national statistics,
 - the monitoring of loan approvals,
 - the allocation of borrowing rights, and
 - the monitoring of the financial activities of specific services.

Manly Council

Special Schedule No. 1 - Net Cost of Services

for the financial year ended 30 June 2012

\$'000

Function or Activity	Expenses from Continuing Operations	Income from continuing operations		Net Cost of Services
		Non Capital	Capital	
Governance	2,621	-	-	(2,621)
Administration	13,703	4,233	607	(8,863)
Public Order and Safety				
Fire Service Levy, Fire Protection, Emergency Services	1,039	-	-	(1,039)
Beach Control	1,227	90	-	(1,137)
Enforcement of Local Govt. Regulations	1,950	2,619	-	669
Animal Control	-	17	-	17
Other	144	55	-	(89)
Total Public Order & Safety	4,360	2,781	-	(1,579)
Health	841	113	-	(728)
Environment				
Noxious Plants and Insect/Vermin Control	-	-	-	-
Other Environmental Protection	849	81	-	(768)
Solid Waste Management	8,708	9,058	-	350
Street Cleaning	3,120	-	-	(3,120)
Drainage	-	-	-	-
Stormwater Management	382	378	-	(4)
Total Environment	13,059	9,517	-	(3,542)
Community Services and Education				
Administration & Education	564	656	-	92
Social Protection (Welfare)	369	264	-	(105)
Aged Persons and Disabled	609	163	-	(446)
Children's Services	3,522	2,971	-	(551)
Total Community Services & Education	5,064	4,054	-	(1,010)
Housing and Community Amenities				
Public Cemeteries	27	52	-	25
Public Conveniences	610	-	-	(610)
Street Lighting	868	100	-	(768)
Town Planning	1,038	88	-	(950)
Other Community Amenities	29	-	-	(29)
Total Housing and Community Amenities	2,572	240	-	(2,332)
Water Supplies	-	-	-	-
Sewerage Services	-	-	-	-

Manly Council

Special Schedule No. 1 - Net Cost of Services (continued)

for the financial year ended 30 June 2012

\$'000

Function or Activity	Expenses from Continuing Operations	Income from continuing operations		Net Cost of Services
		Non Capital	Capital	
Recreation and Culture				
Public Libraries	1,981	213	-	(1,768)
Museums	-	-	-	-
Art Galleries	627	152	-	(475)
Community Centres and Halls	394	92	-	(302)
Performing Arts Venues	-	-	-	-
Other Performing Arts	-	-	-	-
Other Cultural Services	34	-	-	(34)
Sporting Grounds and Venues	947	61	31	(855)
Swimming Pools	1,568	1,035	-	(533)
Parks & Gardens (Lakes)	2,741	167	75	(2,499)
Other Sport and Recreation	745	45	-	(700)
Total Recreation and Culture	9,037	1,765	106	(7,166)
Fuel & Energy	-	-	-	-
Agriculture	-	-	-	-
Mining, Manufacturing and Construction				
Building Control	3,157	745	-	(2,412)
Other Mining, Manufacturing & Construction	-	-	-	-
Total Mining, Manufacturing and Const.	3,157	745	-	(2,412)
Transport and Communication				
Urban Roads (UR) - Local	1,037	1,524	89	576
Urban Roads - Regional	-	-	-	-
Sealed Rural Roads (SRR) - Local	-	-	-	-
Sealed Rural Roads (SRR) - Regional	-	-	-	-
Unsealed Rural Roads (URR) - Local	-	-	-	-
Unsealed Rural Roads (URR) - Regional	-	-	-	-
Bridges on UR - Local	-	-	-	-
Bridges on SRR - Local	-	-	-	-
Bridges on URR - Local	-	-	-	-
Bridges on Regional Roads	-	-	-	-
Parking Areas	1,614	4,727	-	3,113
Footpaths	532	-	-	(532)
Aerodromes	-	-	-	-
Other Transport & Communication	569	561	-	(8)
Total Transport and Communication	3,752	6,812	89	3,149
Economic Affairs				
Camping Areas & Caravan Parks	-	-	-	-
Other Economic Affairs	1,256	318	-	(938)
Total Economic Affairs	1,256	318	-	(938)
Totals – Functions	59,422	30,578	802	(28,042)
General Purpose Revenues⁽²⁾		26,254		26,254
Share of interests - joint ventures & associates using the equity method	-	291		291
NET OPERATING RESULT⁽¹⁾	59,422	57,123	802	(1,497)

(1) As reported in the Income Statement | (2) Includes: Rates & Annual Charges (incl. Ex Gratia, excl. Water & Sewer), Non Capital General Purpose Grants & Interest on Investments (excl. Ext. Restricted Assets)

Manly Council

Special Schedule No. 2(a) - Statement of Long Term Debt (all purpose)

for the financial year ended 30 June 2012

\$'000

Classification of Debt	Principal outstanding at beginning of the year			New Loans raised during the year	Debt redemption during the year		Transfers to Sinking Funds	Interest applicable for Year	Principal outstanding at the end of the year		
	Current	Non Current	Total		From Revenue	Sinking Funds			Current	Non Current	Total
Loans (by Source)											
Commonwealth Government	-	-	-	-	-	-	-	-	-	-	-
Treasury Corporation	-	-	-	-	-	-	-	-	-	-	-
Other State Government	-	-	-	-	-	-	-	-	-	-	-
Public Subscription	-	-	-	-	-	-	-	-	-	-	-
Financial Institutions	1,030	8,217	9,247	3,900	1,098	-	-	633	1,044	11,005	12,049
Other	-	-	-	-	-	-	-	-	-	-	-
Total Loans	1,030	8,217	9,247	3,900	1,098	-	-	633	1,044	11,005	12,049
Other Long Term Debt											
Ratepayers Advances	-	-	-	-	-	-	-	-	-	-	-
Government Advances	-	-	-	-	-	-	-	-	-	-	-
Finance Leases	226	197	423	48	229	-	-	30	147	95	242
Deferred Payments	-	-	-	-	-	-	-	-	-	-	-
Total Long Term Debt	226	197	423	48	229	-	-	30	147	95	242
Total Debt	1,256	8,414	9,670	3,948	1,327	-	-	663	1,191	11,100	12,291

Notes: Excludes (i) Internal Loans & (ii) Principal Inflows/Outflows relating to Loan Re-Financing.

This Schedule is prepared using the **face value** of debt obligations, rather than **fair value** (which are reported in the GPFS).

Manly Council

Special Schedule No. 8 - Financial Projections

as at 30 June 2012

\$'000	Actual ⁽¹⁾ 11/12	Forecast 12/13	Forecast 13/14	Forecast ⁽³⁾ 14/15	Forecast ⁽³⁾ 15/16
(i) OPERATING BUDGET					
Income from continuing operations	57,822	58,673	60,473	61,736	62,996
Expenses from continuing operations	59,422	58,362	60,465	61,324	62,828
Operating Result from Continuing Operations	<u>(1,600)</u>	<u>311</u>	<u>8</u>	<u>412</u>	<u>168</u>
(ii) CAPITAL BUDGET					
New Capital Works ⁽²⁾	4,460	4,225	-	-	-
Replacement/Refurbishment of Existing Assets	7,587	10,990	8,330	7,463	7,565
Total Capital Budget	<u>12,047</u>	<u>15,215</u>	<u>8,330</u>	<u>7,463</u>	<u>7,565</u>
Funded by:					
- Loans	5,460	6,030	1,000	1,000	1,000
- Asset sales	1,057	1,690	2,132	2,173	2,418
- Reserves	1,671	1,690	2,132	1,350	1,350
- Grants/Contributions	874	1,600	1,850	2,000	2,200
- Recurrent revenue	2,985	4,205	1,216	940	597
- Other	-	-	-	-	-
	<u>12,047</u>	<u>15,215</u>	<u>8,330</u>	<u>7,463</u>	<u>7,565</u>

Notes:

- (1) From 11/12 Income Statement.
(2) New Capital Works are major non-recurrent projects, eg new Leisure Centre, new Library, new Swimming pool etc.
(3) If Council has only adopted 3 years of projections then only show 3 years.
(4) Financial Projections should be in accordance with Council's Integrated Planning & Reporting framework.

Appendix 2





Manly Council

Policy on Payment of Expenses & Provision of Facilities to Mayor & Councillors

ADOPTED November 2011

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PART 1 INTRODUCTION

1. Preliminary

1.1 Title: **Payment of Expenses & Provision of Facilities – Mayor and Councillors**

This policy is in accordance with the requirements of the Local Government Act 1993 and may be cited as the "Payment of Expenses and Provision of Facilities to Mayor and Councillors Policy".

1.2 Policy No: **MAN-POL-P51**

1.3 Keywords

Payments, Expenses, Facilities, Benefits, Travel, Mayor, Councillors, Equipment, Private Use, Accommodation, Spouse.

1.4 Policy Objectives

The purpose of this policy is to allow for Councillors to receive adequate and reasonable expenses and facilities to enable them to carry out their civic duties as elected representatives of their local communities.

This policy will also apply as applicable to NSW Council administrators in the event of their appointment.

1.5 Legislative and other Government Policy Provisions

1. This policy is made under the Local Government Act 1993 ("the Act"), including sections 252 to 254. The Act requires that Council must adopt a policy concerning the payment of expenses and the provision of facilities to the Mayor and other Councillors.
 - The Local Government (General) Regulation 2005 ("the Regulation").
 - Division of Local Government, Department of Premier and Cabinet Guidelines for the payment of expenses and provision of facilities for Mayors and Councillors for Local Councils in NSW" (October 2009).
 - Department of Local Government Circular No 05/08 – Legal Assistance for Councillors and Council Employees and No 08/24 – Mis-use of Council Resources
 - Council's Code of Conduct
 - ICAC Publication – No Excuse for Misuse, preventing the misuse of Council resources
 - Other relevant publications.
2. Clause 403 of the Regulation states that a policy under section 252 of the Act must not include any provision enabling Council:
 - (a) to pay any councillor an allowance in the nature of a general expense allowance, or



Payment of Expenses & Provision of Facilities Policy

- (b) to make a motor vehicle owned or leased by Council available for the exclusive or primary use or disposition of a particular Councillor other than the Mayor.

1.6 Reporting

Section 428(2) (f) of the Act requires a council to include in its Annual Report:

- Council's policy on the provision of facilities for, and the payment of expenses to Councillors.
- Total amount of money expended during the year on providing those facilities and paying those expenses.

Clause 217(1)(a) and (a1) of the Regulation requires Council to include in the Annual Report the total cost of expenses and provision of facilities for the Mayor and Councillors, specifically:

- details (including the purpose) of overseas visits undertaken during the year by Councillors while representing Council
- cost of the provision, including rental, of dedicated office equipment allocated to councillors on a personal basis such as laptop computers, mobile phones, telephones and facsimile machines and internet installed in Councillors homes
- cost of telephone calls including mobiles, home located landlines, facsimile and internet services
- attendance of Councillors at conference and seminars
- interstate visits and cost of travel, accommodation, etc
- overseas visits and cost of travel, accommodation, etc
- spouse/partner/accompanying person expenses
- care and other related expenses

1.7 Monetary Limits

The payment of expenses and provision of equipment and facilities is limited by the budget allocations made for Councillor expenses each year in the adopted Estimates which are included and exhibited as part of Council's Annual Management Plan, or as otherwise indicated in this policy.

Any claim submitted to Council for reimbursement must be approved by the General Manager. The General Manager will assess the appropriateness of the claim and shall have regard to the budget allocations.

1.8 Dispute Resolution

Any dispute by a Councillor relating to the administration of this policy must be made in writing to the General Manager detailing the grounds of the dispute.

All such disputes will be referred to the Full Council for determination and resolution.



PART 2 FACILITIES FOR MAYOR AND COUNCILLORS

2.1 Mayor

In addition to those facilities provided to the Councillors below, the Mayor is entitled to receive the benefit of:

- use of the Mayoral office;
- a mobile telephone for use for in relation to official duties;
- secretarial services associated with office of the mayor;
- cost of transport to official functions (if required);
- provision and maintenance of mayoral chain and robes.

2.2 Councillors

The Councillors, including the Mayor and Deputy Mayor are to receive the benefit of:

- use of official council stationery;
- postage of official correspondence - all mail is to be directed through the Council's own mailing system;
- meals/refreshments prior to Council and Committee Meetings;
- cost of transport to official functions (if required) when deputising for the Mayor
- an electronic access card for parking in the Whistler Parking Station seven (7) days per week;
- provision (on loan) of a facsimile machine at place of residence or business;
- provision of a laptop personal computer (on loan), modem, and a fax/laser printer, and domicile support services from Council IT staff;
- provision of broadband internet services to the Councillor's residence;
- provision of a residential telephone service (where requested), and payment of monthly line rental fee and 50% of call charges including designated mobile and STD calls relating to council business up to maximum \$100.00 per month (*CPI Indexed Annually*) (subject to below[#]);
- Councillor's own residential telephone service OR mobile telephone service - reimbursement of reasonable telephony expenses incurred by Councillors for telephone calls made in the performance of their duty, up to a maximum of \$100 per month (*CPI Indexed Annually*) (subject to below[#]);

Provided that:

- a) Councillor's telephone numbers in respect of which a claim is made are made available to the public;
- b) claims for reimbursement are made no later than three (3) months after the account is due for payment;
- c) claim for payment of telephone calls are to be certified as being substantially incurred on council business;
- d) copy of telephone account to be provided;



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- e) maximum claim for telephone service(s) is limited to \$50.00 per month where calls have not been itemised. Where the account exceeds \$50.00, maximum claim will be \$100.00 per month provided telephone calls made in the performance of their duty are itemised on the account;

Attendance at political fundraising functions are considered to be a personal interest and not covered in the policy.

2.3 Spouse/Partner/Accompanying person

Council may from time to time hold functions or civic events where Councillor's spouses, partners or accompanying person are also invited. In these instances, Council shall meet the cost of meals and refreshments.

2.4 Private Use of Equipment and Facilities

Council acknowledges that incidental private use of equipment and facilities may occur from time to time and such use is not subject to compensatory payment. The General Manager shall determine the standard and quality of equipment provided. However, Councillors must not obtain more than incidental private use of facilities.

2.5 Unauthorised use of Council Facilities, Equipment and Services

Council facilities, equipment and services are not to be used to produce election material or for any other political purposes.

2.6 Return of Equipment and Facilities by Councillors

Councillors are required to return all Council issued equipment to Council after the completion of the Councillors term of office or at the cessation of their civic duties.

Councillors may choose to purchase Council equipment previously allocated to them at the cessation of their duties. Items will be offered at the written down value at the time of purchase.



PART 3 ANNUAL FEES

3.1 Mayor and Councillors

The Councillors are paid an annual fee (s248), and in addition the Mayor receives an annual allowance (s249). Members fees and the Mayoral allowance are set by resolution of Council in accordance with the determination of the Local Government Remuneration Tribunal for the category of Council each year, and do not form part of this policy.

At Council's Meeting held on 27th July 1998, Council resolved as follows:

“That in respect of future determinations by the Local Government Remuneration Tribunal, Council, as policy, set the Mayor and Councillor remuneration fees at the maximum level determined by that body.”

A councillor may elect by agreement with Council to forgo part of their fees under s248 or 249 in return for contributions paid to a complying Superannuation Fund (see Australian Tax Office Interpretive Decision (ATO ID 2007/205)). (Cnl 18/02/2008)



PART 4 PAYMENT OF EXPENSES FOR MAYOR AND COUNCILLORS

4.1 Transport

In addition to the payment of annual fees in accordance with sections 248 and 249 of the Act, Councillors are entitled to claim "mileage" allowance for use of private vehicles to drive between their place of residence and the Council Chambers, inspections within the area of the Council undertaken in compliance with a resolution of the Council, meetings which Council has endorsed the Councillor's membership, civic receptions hosted by Council, or meetings or functions approved by the Mayor or General Manager, and return. "Mileage" rates will be paid at the then current rate set by the appropriate Local Government Industrial Award or equivalent.

Other out of pocket expenses associated with travel by motor vehicle such as parking fees and road toll charges may be claimed, noting that the driver is personally liable for all traffic or parking fines while travelling in private or council vehicles on Council business.

Reimbursement is subject to a formal claim being lodged not later than three (3) months after the expense was incurred.

Alternatively, Councillors may travel by taxi and use a Councillor issued Taxi charge-card.

4.2 Conferences and Seminars

4.2.1 Who May Attend Conferences and Seminars

Councillors may be nominated to attend conferences, seminars and similar functions by:

- the Council, through resolution duly taken;
- the Mayor and General Manager acting under delegated authorities and subject to budget requirements being adhered to.

In addition the Mayor may nominate a substitute attendee for functions within the Council area or general Sydney Metropolitan Area or on those occasions where the Mayor is unable to be in attendance.

4.2.2 What Conferences and Seminars may be Attended

The conferences, seminars, workshops, courses and similar to which this policy applies shall generally be confined to:

- Local Government Association Annual Conferences (Federal and State);
- special "one-off" conferences called by Local Government Association on important issues;
- annual conferences and congresses of the major industry associations and professions in local government;



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- seminars which further the training and development efforts of the Council and within the budget framework.

4.2.3 Overseas Travel

The cost of overseas travel for purposes such as conferences and delegations to friendship communities shall not be met by Council. In extenuating circumstances, any agreement to meet the costs of overseas travel either in whole or in part, shall be specifically resolved by a meeting of Council and subject to a detailed report to Council on all aspects of the trip relevant to Council business within three (3) months of the completion of the travel.

4.2.4 Registration

The Council will pay all normal registration costs which are charged by organisers, including the costs of related official luncheons, dinners and tours which are relevant to the interests of the Council or assist Councillors to discharge the functions of their civic office.

4.3 Expenses Incurred

Payment or reimbursement of expenses incurred or to be incurred shall be subject to the requirements that:

- (a) travel expenses relate to travel that is on Council business, being to and from the periodical conferences and seminars of local government related organisations (generally as listed above) at which attendance has been approved.
- (b) the travel is undertaken with all due expedition, and by the shortest route and the most practicable and economical transport;
- (c) only reasonable amounts are claimed or accepted towards necessary out-of-pocket expenses;
- (d) out-of-pocket expenses for which amounts are claimed relate only to the verified costs of meals, travel, registration fees, accommodation, stationery and the like;
- (e) any time occupied or travel incurred in other than Council business is not included in the calculation of expenses to be paid; and
- (f) the claim is made not later than three (3) months after the expenses were incurred, and upon an approved claim form, supported by appropriate receipts and tax invoices.
- (g) any expenses in relation to Council related business should only be incurred by Councillors in accordance with the provisions of this policy. All claims shall be submitted for approval by the General Manager or his delegate.



4.4 Payment In Advance

The Council will normally pay registration fees, accommodation deposits and airline tickets direct in advance. Where this is not appropriate or possible, a cash allowance or cheque equivalent thereto will be paid to the attendee in advance.

An allowance for estimated "out-of-pocket" expenses may be paid to an attendee in advance upon request.

Any advance payments are subject to a reconciliation statement accompanied by tax invoices/receipts, verification of expenses and the refund of any unexpended amount being submitted within ten (10) days of the close of the conference, seminar or function.

4.5 Categories of Payment or Reimbursement

Subject to nomination in accordance with the provisions of Clause 4.4, the categories of payment or reimbursement are as follows:

(a) Travel

- All reasonable travel costs will be met by the Council. Where appropriate, travel will be provided by air (economy class). Depending upon the circumstances, it may be more appropriate for travel to be undertaken by car or train. Where trains are used, the Council will provide first class travel, including a sleeping berth where necessary.
- Travel by motor vehicle may be undertaken by Council vehicle (where available) or by private vehicle subject to prior approval from the General Manager. Persons using private vehicles will be paid the "mileage" allowance at the then current rate set by the appropriate Local Government Industrial Award from time to time, but subject to any such payment not exceeding economy class air fares to and from the particular destination.
- Costs of vehicle hire and/or taxi fares which are reasonably incurred while attending conferences will be reimbursed by the Council.

(b) Accommodation

Reasonable accommodation costs (including meals), including the night before and/or after the conference where this is necessary, will be met by the Council.

(c) Out-of-Pocket Expenses

Reasonable out-of-pocket expenses will be reimbursed for costs associated with attending the conference, seminar, meeting or function including entertainment but excluding expenses of a normal private nature.

(d) Spouse/Partner

All other costs for the spouse/partner (including travel and meals) are to be borne by the attendee.



PART 5 INSURANCE - COUNCILLORS

Councillors are to receive the benefit of insurance cover for:

(a) Personal Injury

Whilst ever on Council business, world-wide covering bodily injury caused by accidental, violent, external and visible means up to a sub-limit for death of \$500,000. Also covering permanent disablement, temporary total disability and temporary partial disability. The cover does not include medical expenses other than that covered by travel insurance taken out in respect of the travel on approved council business. Full details of personal accident insurance are available in Council's Insurance Manual held by the Risk Manager.

(b) Professional Indemnity

For matters arising out of Councillors' performance of civic duties or exercise of their functions as councillors, provided the performance or exercise of the relevant civic duty or function is *authorised under the Act, was carried out in good faith and is* in the opinion of Council bona fide and/or proper; subject to any limitations or conditions set out in the policy of insurance which is, at the direction of Council, taken out. No such benefit, irrespective of insurance cover, shall be provided in relation to an action by one Councillor against another Councillor or a Councillor against a member of staff.

(c) Public Liability

For matters arising out of Councillors performance of civic duties or exercise of their functions as councillors provided the performance or exercise of the relevant civic duty or function is *authorised under the Act, was carried out in good faith and is* in the opinion of Council bona fide and/or proper; subject to any limitations or conditions set out in the policy of insurance which is, at the direction of Council, taken out. No such benefit, irrespective of insurance cover, shall be provided in relation to an action by one Councillor against another Councillor or a Councillor against a member of staff

(d) Councillors and Officers Liability

For matters arising out of Councillors performance of civic duties or exercise of their functions as councillors provided the performance or exercise of the relevant civic duty or function is *authorised under the Act, was carried out in good faith and is* in the opinion of Council bona fide and/or proper; subject to any limitations or conditions set out in the policy of insurance which is, at the direction of Council, taken out.



PART 6 LEGAL ASSISTANCE FOR COUNCILLORS

6.1 Legal Assistance for Councillors

In the event of:

1. An enquiry, investigation or hearing by any of:
 - The Independent Commission Against Corruption
 - The Office of the NSW Ombudsman
 - Division of Local Government, Department of Premier and Cabinet
 - The NSW Police Force
 - The Director of Public Prosecutions; or
 - The Local Government Pecuniary Interest and Disciplinary Tribunal
 - Council's Conduct Review Committee/Reviewer

into the conduct of a Councillor provided the subject of the proceedings arises from the performance in good faith of a function under the Act and the body makes a finding substantially favourable to the Councillor, or

2. Legal proceedings being taken against a Councillor, arising out of or in connection with the Councillor's performance of his or her civic duties or exercise of his or her functions as a Councillor, Council shall, providing the body makes a finding substantially favourable to the councillor, reimburse such Councillor, after the conclusion of the enquiry, investigation, hearing or proceeding, for all legal expenses properly and reasonably incurred, given the nature of the enquiry, investigation, hearing or proceeding, on a solicitor/client basis, PROVIDED THAT:
 - a. the amount of such reimbursement shall be reduced by the amount of any monies that may be or are recouped by the Councillor on any basis;
 - b. the Councillor's performance or exercise of the civic duty or function was, in the opinion of Council, bona fide and/or proper.
 - c. the amount of such reimbursement be limited to the extent that only fees charged at a rate equivalent to the hourly rate then being charged by Council's solicitors will be paid, ie any portion of the expenses representing any hourly charge rate higher than the hourly charge rate of Council's solicitors will not be reimbursed.
 - d. In the case of a conduct complaint made against a Councillor, legal costs should only be made available where a matter has been referred by the General Manager to a conduct reviewer/conduct review committee to make formal enquiries into that matter in accordance with the procedures in the Model Code of Conduct.
 - e. In the case of a pecuniary interest misbehaviour matter, legal costs will only be made available where a formal investigation has been commenced by the Division of Local Government.



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Despite the above, Council in its absolute discretion may refuse any or part of a reimbursement.

3. Defamation proceedings, or other proceedings arising from the making of public statement, where a Councillor is a defendant or anticipated defendant in such proceedings.

To ensure that indemnity or reimbursement in respect of costs of defending an action in defamation or other action is only available in circumstances where the person to be indemnified or reimbursed was acting properly when making the statement complained of, the threshold criteria for the application of the indemnity or reimbursement will apply.

6.2 General

Where proceedings have been foreshadowed or commenced against any of the Mayor and Councillors arising from a public statement or statements made or acts done by any of them and, in the opinion of Council's appointed solicitor the following "Three Criteria" are satisfied through the required procedure set out below namely:

- i. The statement was made or the act was done in relation to discharging the functions of civic office;
- ii. The Councillor concerned was acting in good faith; and
- iii. The statement or the act in question was reasonable in the circumstances and not made or done maliciously or frivolously and, in the case of a statement, was not made with knowledge of its falsity or with recklessness as to whether it was true or false,

Then Council will indemnify or reimburse the Councillor for:

- i. All legal expenses properly and reasonably incurred, given the nature of the legal services provided; and
- ii. Any other loss, expense, liability or cost incurred (including without limitation any order for the payment of damages, interest and/or costs or any other order for the payment of money made against the Councillor),

In responding to or defending such proceedings **PROVIDED THAT** the amount of such indemnity or reimbursement shall be reduced by the amount of any moneys that may or are recouped by the Councillor on any basis.

6.3 Engagement of Legal Representatives – Required Procedure

1. The Councillor must, as soon as practicable after they become aware that a claim may be forthcoming or aware that they may have made a statement or action which may give rise to a claim, notify either the General Manager, Public Officer or Mayor that there is a possibility of a claim against the Councillor. This notification must:
 - (a) Be in written or electronic form;
 - (b) Include all details including any correspondence from the alleged injured party concerning the possible claim; and
 - (c) Include the Councillor's comments on whether the Councillor considers that the Three Criteria are satisfied.
2. The Councillor must not respond to any allegations made or accept any liability in respect to any allegations made unless authorised to do so by council or its solicitor



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or the insurer or its solicitor. The Councillor must at all times without undue delay keep Council fully informed of any oral or written communications made to the Councillor by the alleged injured party or the injured party's agents or legal representative in respect of the claim.

3. The General Manager must immediately upon becoming aware that a claim may be forthcoming or aware that a statement has been made which may give rise to claim, notify and forward to Council's insurer any information in relation to the matter with a view to obtaining the Insurer's acceptance and carriage of the claim should the three criteria be satisfied
4. (a) If proceedings are threatened (and not commenced), the General Manager must without undue delay inform Council's appointed solicitor and Council's insurer of the notification. The Council's solicitor at Council's cost must form a view as to whether the Three Criteria are satisfied, and must notify the General Manager who will in-turn notify the Councillor concerned in written or electronic form of that view.
(b) If the Council's solicitor considers that the Three Criteria are satisfied, the General Manager will either instruct Council's solicitors or if Council's Insurers have accepted the matter as a possible claim then it will represent the Councillor concerned.
5. If Council's solicitor forms the view that the Three Criteria are not satisfied under clause 4(a), the Councillor may request a review of that advice from an independent legal practitioner as agreed in advance between the Councillor concerned and the General Manager and failing agreement as nominated the President for the being of the Law Society of NSW or the President of the NSW Bar Association.
6. If the proceedings are commenced and the Three Criteria are satisfied then the following procedure must be followed:
 - In the case that the claim is accepted by Council's insurer it will have sole carriage of the matter and Councillor will be required to abide by any reasonable instruction of the insurer or its nominated lawyer.
 - If the Insurer does not accept the claim as it is of the opinion that the matter is outside the policy then the General Manager in consultation with Council's solicitor will nominate a legal practitioner that they consider should represent the Councillor. If the Councillor considers that such representation is appropriate then the procedures in clause 7 must be followed. If Council's solicitors are not of the same opinion as the Insurers the General Manager in consultation with Council's solicitors will take what ever action is necessary (without unduly holding up the defamation proceedings) to have the question determined.
 - If the Councillor considers that the legal practitioner nominated is not appropriate then the Councillor concerned and the General Manager must attempt to reach agreement on an alternative legal practitioner, and failing agreement the legal practitioner must be as nominated by the President for the time being of the Law Society of NSW or the President of the NSW Bar Association.
7. If Council's insurers have not accepted the claim the General Manager must contact the proposed legal practitioner and must require that an agreement be entered into between the legal practitioner and the Council which will include such terms and conditions as the General Manager sees fit including:



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- (a) Terms and conditions as to costs and disbursements including procedures for costs estimates to be given at appropriate times; and
 - (b) Accounts being considered and approved by the General Manager prior to payment; and
 - (c) All instructions provided to the legal representatives by the Councillor concerned to be subject to the concurrence of the General Manager.
8. Notwithstanding the provisions of paragraphs 2(b) and 5 above, once proceedings have actually been commenced then the procedures set out in paragraph 5 above must be followed.

[Note: The General Manager should regularly review Council's insurance policies with respect to the application of them to the Council's possible liability pursuant to this policy.]

6.4 Exclusion from Policy

This policy will not apply to:

1. any action in defamation taken by a Councillor or Council staff member as plaintiff in any circumstances as Council will not meet these costs.
2. costs incurred by a Councillor or Council employee seeking advice in respect of possible defamation, or in seeking a non-litigious remedy for possible defamation as Council will not meet these costs.
3. any defamation or other action brought by any Councillor or Council employee against any Councillor, arising from the making of a statement by any of the latter of and concerning any of the former, unless in addition to the Three Criteria set out above:
 - a) the statement complained of is made to a person or body in circumstances where it is likely to be subject to qualified privilege or absolute privilege (including without limitation statements made in good faith to the Police or Director of Public Prosecutions, the Department of Local Government, statements made ancillary to, and in giving evidence to, a Court or Tribunal or other body conducting any inquiry, investigation or hearing, statements made to the Office of the Ombudsman and statements made to any Parliamentary Committee) (but in such circumstances the policy will only apply to the extent of the publication of the statement in these circumstances, and not to any other publication of the statement); or
 - b) the statement:
 - i. is made at a meeting of Council, a briefing of Councillors or a meeting of a Committee of Council in respect of an item on the agenda for that meeting or briefings; and
 - ii. is in accordance with the Local Government (General) Regulation 2005 (Meetings) and Council's Code of Meeting Practice current at the time the statement was alleged to have been made; and
 - iii. does not breach any other law.



Payment of Expenses & Provision of Facilities Policy

PART 7 POLICY HISTORY

Date of Council Resolution	Details	Report / Source	Minute No	Author
16 August 2004	Policy adopted by Council	Policy No. M70		
19 February 2007	Policy revised	DLG Circular 06/57	OM15/07	
18 February 2008	Minor amendment to CI 3.1	CSD Report No 3	OM19/08	
8 December 2008	Minor amendment to CI 2.2	CSD Report No 28	OM198/08	
14 December 2009	Compliance with DLG Circular 9/36 and Guidelines	CSD Report No 32	OM182/09	
8 November 2010	Minor revision only	CSD Report No	OM 207/10	DGM PPI
14 November 2011	No change, Policy Adopted by Council.	CSD Report No. 45	OM 206/11	Manager Administration

....

Appendix 3





COMMUNITY STRATEGIC PLAN BEYOND 2021
END OF TERM REPORT
JULY 2012



Manly Council Councillors



Back row: Clr Lauren Elder, Clr Hugh Burns, Clr Dr Peter Macdonald OAM, Clr Craig Whitting, Clr Mark Norek, Clr Richard Morrison, Clr David Murhphy, Clr Alan Le Surf (Deputy Mayor).

Front row: Clr Barbara Aird, Clr Jean Hay AM (Mayor), Clr Cathy Griffin, Clr Adele Heasman

Manly Council Executive

Henry Wong, General Manager

Stephen Clements, Deputy General Manager, Landuse & Sustainability

Ross Fleming, Deputy General Manager, People Place & Infrastructure (Retired)

Beth Lawsen, Deputy General Manager, People Place & Infrastructure

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Section 1 Background to Community Strategic Plan Beyond 2021

SUMMARY

This report is prepared in accordance with the requirements of the legislation and guidance from the Division of Local Government.

Attached to this report is a detailed matrix showing progress with the integrated Community Strategic Plan, Delivery Program and Operational Plan.

REPORT

In accordance with section 428(2) of the Local Government Act 1993, an end of term report is required on Council's progress in implementing the Community Strategic Plan during its term. The focus of this report is on initiatives that Council has direct influence over, and utilizes a range of performance and assessment methods identified in its Community Strategic Plan and integrated planning documents.

In June 2011, Council adopted the Community Strategic Plan Beyond 2021 (CSP) and its various components, including the Four Year Delivery Program 2011-2015 and One Year Operational Plan 2011-2012. The Delivery Program establishes the principal activities to be undertaken by Council to implement the strategies established by the Community Strategic Plan within the resources available under the Resourcing Strategy. Therefore, this report meets the requirements of the legislation and reports on Council's progress with implementing the CSP during the last year as a Group 2 Council (note that it does not report on previous years' management plans).

Contained within the Delivery Program are the four main strategic directions undertaken by Council that provide a focus for the development of key goals and strategies arising from the adoption of the Community Strategic Plan. These are:

1. Social priorities for a connected, involved and safe community that cares for its residents and visitors and goals being:
 - Improve Manly's community safety;
 - A healthy and active Manly community;
 - Liveable Manly neighbourhoods;
 - A connected and culturally vibrant Manly; and
 - A socially inclusive, equitable and supportive Manly.
2. Economic priorities for a viable Manly for work, employment and infrastructure with goals being:
 - A diversified and balanced Manly economy that caters for locals and visitors alike;
 - Tourism is recognised as a critical part of the local economy;
 - Manly has a variety of sustainable transport and car alternatives; and
 - Improved amenities and physical infrastructure services in Manly.
3. Environmental priorities for a sustainable, protected and well managed natural and built Manly with goals being:
 - Natural heritage, bushlands and biodiversity is protected and preserved for future generations;
 - Create liveable neighbourhoods and more affordable housing choices by better managing population growth;
 - Reduce green house gas emissions in the Manly area; and
 - A clean Manly with zero waste.
4. Governance priorities for well-governed Manly with transparent and responsible decision-making in partnership with the community with goals being:
 - Transparent and accountable decision making;
 - Work in partnership with the community;

- Efficient use of Council's resources; and
- Advocate to State and Federal Governments.

The following sections provide progress with the Community Strategic Plan strategies via the various 2011-2015 Delivery Program strategies and actions for the period 1 July 2011 to 30 June 2012.

Some of Council's Key Delivery Program highlights for the last 12 months and Council's four year term are described in the report.



MANLY COMMUNITY STRATEGIC PLAN BEYOND 2021

O Social

Section 2 Social

Social achievements include:

During the last 12 months, Council has implementing Manly's crime prevention plan 2011-2013 and the Community Safety Plan 2012-2015 in conjunction with key stakeholders, by developing strategies for late night transport, education, regulation and enforcement, planning and community engagement. As part of these initiatives Manly's Liquor Licensing Accord has been re-established providing a mechanism for licensed venues, NSW Police and Council to work in partnership in addressing community safety issues.

Council has continued provision of professional lifeguard services for Manly Ocean Beach in partnership with Local Surf Life Saving Clubs. No drownings were reported for 2011/12 and 497 rescues and 24,897 preventable actions were recorded for the same period. The Manly Swim Centre annual attendance figures were 233,573 visits for 2011-2012. This facility continues to provide for a range of aquatic based sporting and recreational opportunities for the local community.

There has been continued development and promotion of healthy living program and initiatives, as well as through lifestyle activities through committees and local partnerships through the Manly Club for Seniors, Seniors Week, and Area Health healthy lifestyle programs. The provision of community development programs that focus on physical, mental and sexual health, and assisting capacity of community organizations to deliver and assist in these services has also been important.

Council continued to provide an annual operating subsidy to the Manly Community Centre, as well as a number of smaller grants to local not-for-profit and service organizations for a range of community development / welfare programs, and cultural activities. Many of these programs and services target those most in need in the local area.

Sporting and recreational initiatives included the provision of stage one Manly Oval spectator seating as well as a new PA system. Following the adoption by Council of the LM Graham Landscape Masterplan demolition of old infrastructure at LM Grahams Reserve has taken place and construction of Stage One Masterplan works is in the process of being implemented. New tennis court facilities and cricket practice nets are part of the new facilities being developed. Keirle Park Skate Ramp Half Pipe was completed and opened in April 2012 with youth, local skate services and children present.

Works have progressively taken place on the implementation of Council's adopted playground strategy and also in sourcing grant funding, and improved neighbourhood amenities via street tree planting maintenance, works and capital improvements in sportsfields, parks and ovals throughout the area.

Council has continued to provide community and cultural awareness programs, library services and improvements in services, technologies and communications. New programs, events and activities have been provided at the Manly Art Gallery and Museum, such as Manly Arts Festival, public arts program, fund raising, maintaining best practice standards, gallery shop management, collecting artworks, and variety of public programs.

Manly Library recorded 405,355 visits for 2011/12 and for the same period transacted 387,432 loans; 57,240 database sessions; 97,076 database searches; 13,900 public computer bookings; and 121,056 public views of website.

There has also been continued engagement and cultural exchanges with other Councils and government organisations nationally and internationally, such as Manly Friends of Oecusse and Yeongdo, Korea.

Continued delivery of programs and services for children and families in accordance with community needs, as well as youth programs and services. Programs supporting the Aged,

Disabled, ATSI & CALD groups and community development have been supported, including Club Friday, information and referral services to CALD and ATSI communities, as well as, the operation of the Meals on Wheels and Club Friday.

Seniors Week was held in March which promoted Harmony Day and healthy ageing activities such as Tai Chi, line dancing and singing groups. Manly Club for Seniors supported by Council to provide a range of active ageing programs and events. Council facilities hired out for exercise programs such as Healthy Lifestyles provided by Local Health District.

Please see below the delivery program action matrix giving status for each action listed together with the key performance indicator graphs for this area.

Social

Goals	Strategy	Four Year Plan	One Year Plan	KPI	Responsible Lead Division	1st July 2011 to 30th June 2012	
						% Complete	Progress on KPI
1 Improve Manly's community safety	1.1 Work with key stakeholders to address alcohol culture and crimes	1.1.1 Implement Manly's crime prevention plan 2011-2013, in particular by developing strategies for late night transport, education, regulation and enforcement, planning and community engagement.	1.1.1.1 Implement Crime Prevention Plan actions in consultation with key stakeholders and the Community Safety Committee.	Number of initiatives within Manly Crime Prevention Plan implemented and evaluated.	HSF	100%	Community Safety Committee continues to meet to address issues; Project Officer for transport, education engaged for 12 month period. Regulation, enforcement supported by CCTV coverage, night owls, street pastors, security and police.
			1.1.1.2 Address culture of drinking by promotion of non-drinking activities.	Participation levels, satisfaction surveys, and cost-benefit analysis for events completed.	HSF	100%	Manly Liquor Accord re-established and highly represented and acknowledged as a positive position for the local stakeholders. Non drinking activities being developed for promotion to the community such as movie nights, market nights, sporting events.
			1.1.1.3 Provision of drug and alcohol free under 18 events.	Published statistics on alcohol consumption for Manly area (annual report).	HSF	100%	Alcohol free Band nights for youth attended throughout the year, averaging between 140-264 young people attending each event.
			1.1.1.4 Continued participation in Manly Precinct Liquor Accord (Hassle Free Nights).	Effectiveness of agreements with NSW agencies and local stakeholders in reducing alcohol related incidents in Manly area (measured by survey data).	HSF	50%	Manly Precinct Liquor Accord meetings have become redundant due to Government direction and are unlikely to be reestablished.
			1.1.1.5 Provision of civic and cultural events in accordance with determined community needs.	Events undertaken to meet community needs.	HSF	100%	World Food Markets, Manly Neighbourhood Renewal Program, Dogs Day Out, Australia Day, New Year's Eve celebrations, Christmas Choral concert delivered to the community all alcohol free and smoke free events.
	1.2 Work with the community to ensure Manly is a safe place	1.2.1 Develop Community Safety Plan 2012-2015.	1.2.1.1 Implement community safety actions in consultation with the Community Safety Committee.	Implementation and evaluation of the Community Safety Plan 2012-2015.	HSF	100%	Working in conjunction with CS Committee, Road Safety Officer, and stakeholders / agencies.

Social

Goals		Strategy		Four Year Plan		One Year Plan		KPI	Responsible Lead Division	1st July 2011 to 30th June 2012	
										% Complete	Progress on KPI
								Number of practical safety actions implemented and evaluated through the Community.	HSF	100%	AFZ signage reviewed and implemented, AFZ signage on footpaths installed throughout CBD. Better lighting installed at North Steyne Taxi Rank. "No Pedestrian" signage linemarked onto the ramps in Whistler St Car Park - to be extended to all Council Carparks in CBD.
								Involvement of Safety Committee.	HSF	100%	Monthly meeting held with key stakeholders to implement priorities of Crime Prevention Plan.
		1.3	Work with key stakeholders to improve road safety	1.3.1	Develop and implement Council's Five Year Road Safety Strategic Action Plan.	1.3.1.1	Develop and implement Council's Five Year Road Safety Strategic Action Plan.	Implementation of plan.	CUS	100%	Road Safety campaigns receiving positive feedback from public. Road Safety campaign delivered on program.
								Development of practical safety actions and initiatives.	CUS	100%	Black spot program submissions completed.
								Reporting to the Community on progress with initiatives.	CUS	100%	Some feedback on Road Safety programs provided through Precinct Forums.
2	A healthy and active Manly community	2.1	Provide safe swimming facilities and beaches in Manly	2.1.1	Providing professional lifeguard services Manly Ocean Beach to ensure public swimming safety, and public risk management.	2.1.1.1	Provision of Ocean Beach Professional Lifeguard services	Number of rescues and preventable actions.	HSF	100%	Nil record of drowning; 497 number of rescues; 24,897 preventable actions .
								Annual update of lifeguard proficiencies.	HSF	100%	Completed annually in September.
								Administration of user's licenses and monitoring.	HSF	100%	Nil to date.
				2.1.2	Delivery of Aquatic Services and review of services at Manly Swim Centre and the associated equity and access in relation to the wider community users.	2.1.2.1	Operation of the Manly Swim Centre in accordance with Public Health regulations, operating plan and budget requirements.	No of visitors to Manly Swim Centre.	HSF	100%	Annual attendance figures 233,573 for 2011-2012.
								Compliance with risk management.	HSF	100% complete	Safety Audit rating of 96.77% for 2012, as conducted by NSW RLS.
								Safety record of nil drowning.	HSF	100%	Nil drownings.
								Annual update of lifeguard proficiencies.	HSF	100% complete	Completed annually.

Social

Goals		Strategy	Four Year Plan	One Year Plan	KPI	Responsible Lead Division	1st July 2011 to 30th June 2012			
							% Complete	Progress on KPI		
	2.2	Promote healthy and active living programs	2.2.1	Development of health living program and initiatives, as well as through lifestyle activities through committees and local partnerships.	2.2.1.1	Provision of a broad range of sporting programs and activities.	Managing programs and activities.	HSF	100%	Council continues to support healthy lifestyles through the Manly Club for Seniors, Seniors Week, local health district healthy lifestyle programs. Promoting social inclusion with Community Restaurants, shopping and recreation visits through the MOW service. Involved in the Social Inclusion Working Party with other councils and community organisations. Active After School Care Program continued at Before and After School Care with children engaging in sport sessions twice a week. Before and After School Care hadned over to school in May 2012. Weekly Mums in Motion fitness program provided personal training sessions for
					2.2.1.2	Promote opportunities to participate in physical activities (e.g., sporting clubs, surf clubs etc).	Managing programs and activities.	HSF	100%	Council representative attended <i>Closing the Gap</i> initiative relating to indigenous health and well being. Harmony Day promoting cultural diversity celebrated in Seniors Week . A new mini vert ramp was installed at Keirle Park Skate Bowl. Youth Dance Group supported to enter a national dance competition.
					2.2.1.3	Encourage and support commercial opportunities that cater to the health and well being needs of young people.	Managing programs and activities.	HSF	100%	Council provides a range of children's services for early childhood and school age, that promote a range of activities that enhance health and well being.
			2.2.2	Ongoing development of Council's Smoke Free Zones education and awareness program.	2.2.2.1	Evaluation of current programmes.	Audits of smoke free signage. Awareness of smoke free zones amongst residents measured in annual customer satisfaction survey.	GMU	75%	Smoke free signage monitored to ensure visibility.

Social

Goals		Strategy		Four Year Plan		One Year Plan		KPI	Responsible Lead Division	1st July 2011 to 30th June 2012			
										% Complete	Progress on KPI		
						2.2.2.2	Continued participation on Smoke Free Outdoor Areas Working Party.	Working Party meetings attended. Assistance provided to other Councils and organisations.	GMU	100%	Presentation to other councils completed in April. Participated on Smoke Free Working Party. New playground signs installed.		
2	A healthy and active Manly community (cont'd)	2.3	Work with local stakeholders to enhance healthy lifestyles and recreation	2.3.1	Continued community development programs focusing on physical, mental and sexual health.	2.3.1.1	Active after school care (e.g. sporting x 2 weekly, healthy eating, sun safety, immunisation, child protection awareness).	Managing programs and activities.	HSF	94%	Before & After School Care service transitioned to Manly village public school in May 2012.		
						2.3.1.2	Develop Youth & School Age Children's activities website for SHOROC region.	Managing programs and activities.	HSF	0%	SHOROC has developed a page on its website for all Northern Beaches events, which includes Youth information. Each Council is responsible for entering the data for their events.		
						2.3.2	Develop health promotion strategies.	2.3.2.1	Develop Youth & School Age Children's activities website for SHOROC region.	Managing programs and activities.	HSF	100%	Northern Beaches youth Info website has been created and Youth and School Age Services info on Council's website.
						2.3.3	Build capacity of community organisations in Manly to provide active ageing programs and events.	2.3.3.1	Continued seniors support program, such as Keeping Them Well, Promoting connections in seniors' lives, volunteering, intergenerational contacts, aerobic activity, lifelong learning.	Managing programs and activities.	HSF	100%	Seniors Week held in March which promoted Harmony Day and healthy ageing activities such as Tai Chi, line dancing and singing groups. Manly Club for Seniors supported by Council to provide a range of active ageing programs and events. Council facilities hired out for exercise programs such as Healthy Lifestyles provided by Local Health District.
		2.4	Provide safe and age appropriate playgrounds in Manly	2.4.1	Implement playground strategy by upgrading and maintaining playgrounds through appropriate standards.	2.4.1.1	Provide playgrounds that are safe, age appropriate and meet or exceed the Australian Standards.	Maintain development and upgrade of equipment.	CUS	100% of actions implemented	Playgrounds recommended for upgrade from 5 year strategy have been implemented. All playground audited repairs have been carried out.		

Social

Goals			Strategy	Four Year Plan	One Year Plan	KPI	Responsible Lead Division	1st July 2011 to 30th June 2012	Progress on KPI
								% Complete	
				2.4.2 Develop a 10 year strategy for all playgrounds in Manly LGA inclusive of council childcare centres, upgrading and maintaining playgrounds through appropriate standards.	2.4.1.2 Implementation of the current 5 year Playground Strategy.	Annual audit of playground equipment, parks and Precincts.	CUS	100%	10 Year playground strategy formulation has been initiated. All Playground audit processes have been completed and documented.
				2.4.3 Source future grant funding for projects.	2.4.1.3 Provide parents and careers with amenities to improve their leisure time whilst at the playground.	Report quarterly.	CUS	100%	Additional seating facilities have been provided in playgrounds to improve facilities.
					2.4.1.4 Maintain updated asset information on playgrounds.	Annual audit of playground equipment, parks and Precincts.	CUS	100%	Asset register updated with any new additions or upgrades. Independent Audit has been initiated.
					2.4.1.5 Maintain and improve the standard of equipment.	Report quarterly.	CUS	100% of yearly cycle met	All proposed repairs have been carried out in the yearly audit cycle.
					2.4.1.6 Manage and work with Playground Committee.	Report quarterly.	CUS	100%	All proposed meetings implemented.
3	Liveable Manly neighbourhoods	3.1	Provide well utilised, maintained and managed community, open space and sports facilities that meet community needs	3.1.1 Construct and maintain public open space and recreation facilities to cater to a range of community groups and supports increased future usage needs and is safe and accessible.	3.1.1.1 Capital improvements to improve and maintain sports fields' infrastructure, including key projects to be developed in conjunction with Sports Facilities Committee. L.M Grahams Reserve Landscape Masterplan, Major topdressing of ovals, Implement items from Sydney water ILEP project, Manly Oval spectator seating, Bantry Bay Oval club house, automation of sportsfield lighting.	User numbers for community facilities. Number of proposed projects completed.	CUS	100% of proposed action completed.	Recreation policy (Unstructured). Policy endorsed by Council. Tennis Court & Multi Purpose Courts Selective Tender completed. All Sports Fields Renovation works completed. Stage One Manly Spectator Seating. Manly Oval PA system installation. Illepp projects completed. Demolition of old Infrastructure LM Grahams Reserve. Initiation of Masterplan Implementation.
				3.1.2 Provide, manage and maintain community facilities and improve service facilities, marketing and management processes. Providing recreational facilities that promote play and improve physical fitness. Involve young people in developing the aesthetic of public space such as: <ul style="list-style-type: none"> Public gardens Public art Design of landscape or facilities 	3.1.2.1 Manage filming approvals, event approvals, community centre bookings and reserve bookings.	Number of bookings taken per type of facility; Filming/Wedding approvals granted each year.	GMU	100%	YTD 19 weddings, 14 filming permits, 50 Corso permits.
					3.1.2.2 Manage the use of public space in the Manly CBD Corso, including licenses, entertainment, charity approvals, and banner placements.	Review of local residents' complaints logged; Observed quality customer service.	GMU	100%	Bookings in all areas continue to rise: average 41 per day; 23 personal trainers; 5 filming permits per month.

Social

Goals		Strategy		Four Year Plan		One Year Plan		KPI	Responsible Lead Division	1st July 2011 to 30th June 2012	Progress on KPI
										% Complete	
				3.1.3	Involve young people in design aspects and developing the aesthetic of public spaces such as gardens, art and landscape facilities.	3.1.3.1	Construction and maintenance of facilities that cater to young people, such as: Keirle Park, a Skate park at Seaforth, dedicated youth spaces, Develop Youth and Children's services, promote youth programs.	Generated income from facilities.	CUS/HSF	100%	Keirle Park Skate Ramp Half Pipe completed and opened in April with youth, local skate services and children present.
3	Liveable Manly neighbourhoods (cont'd)	3.1	Provide well utilised, maintained and managed community, open space and sports facilities that meet community			3.1.3.2	Ensure young people are consulted in the planning process of public space so that it caters to their needs and is visually appealing to them.	Report quarterly.	CUS	100%	Consultation in line with endorsed Recreation Policy.
		3.2	Keep Manly public spaces and gardens well managed, clean and sustainable	3.2.1	Improve irrigation systems to achieve more efficient systems and investigate possible future water savings.	3.2.1.1	Improve irrigation systems to achieve more efficient operation and water savings, at Manly Oval, Ocean Beach, East West Esplanade, Shelly Beach, Clontarf Reserve, and other public gardens.	Percentage of completed works and water savings.	CUS	20%	Water saving projects to be developed in consultation with Natural Resources team.
				3.2.2	Manage Manly public spaces, including gardens and streetscapes by improving civic amenity, plantings, maintaining trees and cultural heritage.	3.2.2.1	Improve grass and synthetic surfaces on Council's sports oval.	Standard of surface is maintained without injuries.	CUS	100%	Standard maintained.
						3.2.2.2	Maintain civic garden, and cultural heritage. Implementation of public spaces programs, such as Ivanhoe Park Masterplan for botanic gardens, Corso gardens. Regional maintenance programs. Park signage program. Civic areas beautification program. Ocean Beach improvements, East West Esplanade improvements.	Number of priority street tree planting actions. Completion of signage change over. Obvious visual improvement to areas. Well maintained and clean public spaces.	CUS	85%	Parks signage audit spreadsheet completed to initiate replacement signage. Major plantings Pittwater Road, Pine Street, stage one and two. Turf Rectification work East Esplanade stage one completed.
						3.2.2.3	Develop tree management policy (street trees, significant trees, park and open space trees); Continued street tree planting and tree maintenance, inspections & actioning customer request.	Tree management policy endorsed by Council for implementation. Number of trees planted in Manly LGA.	CUS	100% of proposed planting completed	Endorsement of Tree Policy & Strategy. Completed. Pilot Precinct tree proposal for Little Manly Precinct.
						3.2.2.4	Continued tree maintenance to cyclic works program, Norfolk Island Pine maintenance, tree storm call-outs, Tree Preservation Orders, small Crew tree Trimming.	Number of Cycles completed. Number of breaches of Tree Preservation policy.	CUS	100% of cycles completed	Two cycles completed. Additional storm damage works completed due to continued rain and storm activity.
				3.2.3	Manage all internal & external maintenance (trees & mowing) contracts.	3.2.3.1	Carry out mowing services as per contracts.	Contract cycle and specification met.	CUS	100% of mowing cycle completed	Rain has affected mowing scheduling this year; program now back on track after additional auditing.
				3.2.4	Develop plan and program for expanding business opportunities for internal tree works.	3.2.4.1	Benchmark service costs against external providers (trees, mowing, and internal work).	Report quarterly.	CUS	100%	Parks Rapid response crew have taken on smaller works on trees under 5m in height and smaller call out works, storm damage callout works.

Social

Goals		Strategy		Four Year Plan		One Year Plan		KPI	Responsible Lead Division	1st July 2011 to 30th June 2012	
										% Complete	Progress on KPI
4	A connected & culturally vibrant Manly	4.1	Provide improved community development initiatives and programs	4.1.1	Provide community development programs that build social capital of target groups, including community surveys, and improvements in communications.	4.1.1.1	Provision of formal and informal leisure programs to cater for young people's interests including arts and culture based activities.	Numbers of people attending new and existing community development programs, and new communication methods.	HSF	100%	Pacific and Maori dance group performed at the Manly Warringah Councils Youth Week event. Two DJ workshops held at Queenscliff during the summer school holidays and an open mic session held with over twenty performers. Hospitality Challenge for students in Manly Food Wine & Sustainability Festival in June 2012.
						4.1.1.2	Include young people in the planning and implementation of broader community events.	Number of consultation events and projects completed.	HSF	100%	Youth involved in cooking competition in the Manly Food Wine & Sustainability Festival in June. Young Citizen of the Year Award ceremony included in Australia Day celebrations. Youth strategy plan being developed in consultation with youth.
						4.1.1.3	Use of emerging technologies to ensure Council connects and listens to young people.	Report quarterly.	HSF	100%	Facebook and the Northern Beaches Youth Info website continues to be the most effective method of communicating with young people. PYSInc has developed a website to provide info on services on the Northern Beaches. Separate Youthfest 2012 Facebook page has been developed to promote the event.
						4.1.1.4	Provide opportunities for young people to participate and recognise their contributions and achievements.	Report quarterly.	HSF	100%	Young Citizen of the Year Award celebration on Australia Day to recognise contribution of a Manly Youth Council member. Hospitality Challenge held as a student cooking challenge as part of the annual Food Wine & Sustainability Festival

Social

Goals		Strategy		Four Year Plan		One Year Plan		KPI	Responsible Lead Division	1st July 2011 to 30th June 2012	
										% Complete	Progress on KPI
		4.2	Provide high quality library services and cultural information facilities	4.2.1	Continued development of the provision of Library and Information Services, especially: on line services, Shorelink network, specialist local studies, strategic partnerships, new technology, upgrading building services.	4.2.1.1	Continued provision of Library and Information Services, including loans, references services, children and target group programming, exhibitions, inter-library loans, mobile Library Afloat, E-books.	Manly LGA Library members door counters, circulation stock number, database & electronic resource usage.	HSF	100%	405,355 visits via library door counter; 387,432 loans; 57,240 database sessions; 97,076 database searches; 13,900 public computer bookings; 121,056 public views of website.
4	A connected & culturally vibrant Manly (cont'd)	4.2	Provide high quality library services and cultural information facilities (cont'd)	4.2.2	Provision of services and maintenance of facilities at the Manly Art Gallery and Museum, such as Manly Arts Festival, public arts program, fund raising, maintaining best practice standards.	4.2.2.1	Continued provision of Manly Art Gallery and Museum (MAGAM) services, including maintenance of collection, touring exhibitions management, support MAGAM society, and act on audience assessment.	Management Reports on visitor numbers, exhibitions, programs, financial reporting, new initiatives and staff.	HSF	100%	Gallery door counter: 115,065; exhibitions 21; public programs 82.
		4.3	Strengthen the social capital and bonds within key Manly neighbourhoods with its special international communities	4.3.1	Development of place making and neighbourhood development community development initiatives.	4.3.1.1	Coordination of Meet Your Street program.	Updates on range of programs conducted.	HSF	100%	25 Meet your Street events.
						4.3.1.2	Manage a program of family friendly interactive events to enliven community spaces at various locations across Manly LGA.	Undertake programs and events in Manly.	HSF	100%	35 Council organised events including 8 Citizenship ceremonies; Jazz festival; Food Wine & Sustainability festival; Christmas Choral Concert; World Surf Reserve dedication. 135 externally organised events including Australian Open of Surfing, Cole Classic & Snowy McAllister Long Board Event.
				4.3.2	Engage in cultural exchanges with other Councils and government organisations nationally and internationally.	4.3.2.1	Further development of new Friendship City program with Yeongdo, Korea.	New Programs developed.	HSF	100%	Year long program of Australia - South Korea Year of Friendship functions - GM visit to Yeongdo in May.
						4.3.2.2	Continuation of Staff Charity Fundraising Committee.	Committee managed.	LS	100%	Annual program is currently being reviewed and re-invigorated.

Social

Goals		Strategy		Four Year Plan		One Year Plan		KPI	Responsible Lead Division	1st July 2011 to 30th June 2012	
										% Complete	Progress on KPI
						4.3.2.3	Continuation of East Timor support project.	Project managed.	LS	100%	Manly Friends of Oecusse (MFOO) continue to meet on a monthly basis. Funds have been allocated to projects for 2012 – Seed to villages, The Green Games and Clean Drinking Water. Funds continue to be raised by donations, memberships, fund raising at the monthly Manly Local Market and BBQ's at Bunnings. Plans for members to travel to Oecusse being discussed. Trip to Timor July 2012.
						4.3.2.4	Continued support for Manly / Oecussi Friendship.	Project managed.	LS	100%	As above.
		4.4	Assist the community in their educational needs	4.4.1	Working with Council's stakeholders in maintenance of standards and delivery of educational services.	4.4.1.1	Assisting through the delivery of existing education programs run through Council environmental and other services, such as Libraries, and Art Gallery.	Updates on range of programs conducted.	HSF	100%	Library education programs: 276; Art Gallery education programs: 82
5	A socially inclusive, equitable and supportive Manly	5.1	Provide a range of children and youth community support services	5.1.1	Continue delivery of programs and services for children and families such as Family Day Care, Preschools and Immunisation Clinic services in accordance with community needs.	5.1.1.1	Continued children services delivery at Roundhouse Roundhouse and Harbour View Long Day Care, Harbour View Occasional Care, Family Day Care, Ivanhoe Park and Kangaroo Street Pre-schools, Before and After School Care, Vacation Care.	Updates on range of programs conducted.	HSF	100%	FDC continued to provide 60-62 equivalent full time childcare places per week with 12 educators, previously known as carers. Long Day Care provided at the Roundhouse (80 place centre) and Harbour View (38 place centre and includes occasional care). Preschool provides 60 childcare places in school term. Waiting list for long day care is 580. All child care programs maintain full occupancy. Prior to transition to MVPS in May 2012, attendance at Before and After School Care occupancy rates @ 67% for BSC and 84% for ASC - Service transferred to school in May 2012. Occupancy rates for Vacation Care were 79% at Kangaroo St and 57% at Seaforth.

Social

Goals			Strategy		Four Year Plan		One Year Plan		KPI	Responsible Lead Division	1st July 2011 to 30th June 2012	
											% Complete	Progress on KPI
						5.1.1.2	Operate and maintain the Immunisation Clinic.	Updates on range of programs conducted.	HSF	100%	Immunisation clinic continues as a monthly service for early childhood immunisation with attendance of 14 to 27 per month .	
						5.1.1.3	Locate a multi use facility to accommodate an Early Childhood Health And Parenting Centre in Manly.	Updates on range of programs conducted.	HSF	100%	Site for ECHC Centre confirmed with Stockland Balgowlah. DA to be submitted for premises fit out. Planned prior to December 2012 to be occupied and operational.	
			5.1.2	Continue programs and services for youth, including youth strategy.		5.1.2.1	Continued Youth Service delivery at Kangaroo Street Youth Centre, Supported by Manly Youth Council, Providing Recreation & Leisure program for youth.	Updates on range of programs conducted.	HSF	100%	Manly Youth Council continues to meet monthly and coordinate youth activities and events. Manly Youth Council Secretary awarded Manly Council Young Citizen of the Year on Australia Day. Youth Programs provided include: band nights, GL@M, Reelability project for intellectually disabled people to participate in the annual 24/7 competition; DJ workshops, Open Mic event, Mums in Motion, Bring it On Dance Group.	
						5.1.2.2	Provision of Adolescent and Family Counselling.	Updates on range of programs conducted.	HSF	100%	Adolescent Family Counselling service continues to provide nil charge counselling service to families with children aged 12 -21 years, averaging between 37-43 clients per month.	
						5.1.2.3	Develop a GL@M program and activities for GLTBQ young people.	Updates on range of programs conducted.	HSF	100%	GL@M continues to meet fortnightly and arranges varying recreational activities that promote social inclusion. Two photography/art projection workshops facilitated as part of the Mardi Gras Youth Festival. Images were displayed at Shopfront Youth Theatre.	

Social

Goals		Strategy	Four Year Plan	One Year Plan	KPI	Responsible Lead Division	1st July 2011 to 30th June 2012			
							% Complete	Progress on KPI		
	5.2	Provide community support services, programs and events for targeted groups	5.2.1	Continued programs and support for Aged, Disability, ATSI & CALD groups and community development, including Club Friday, information and referral services to CALD and ATSI communities, support Northern Sydney Aboriginal Social Plan program, Gay and Lesbian at Manly social support group, Mental Health Advocacy, homelessness support and action plan.	5.2.1.1	Provide information and referral to target groups.	Updates on range of programs conducted.	HSF	100%	Seniors Guides completed for 2012/13. Information and referral provided for aged and disability services available on website and distributed.
				5.2.1.2	Develop and update information guides and brochures for seniors, CALD communities and PWD.	Updates on range of programs conducted.	HSF	100%	Donation made by Council for NAIDOC Week. Council representative attended Closing the Gap initiative, relating to indigenous health and well being. Harmony Day promoting cultural diversity celebrated in Seniors Week with an event held at the Manly Club for Seniors. Meals on Wheels program continues to provide a meal service and activities to enhance social inclusion for the aged people of Manly. GL@M continues to provide a range of recreational activities to support homosexual young people.	
					5.2.1.3	Operation of Manly Seniors Centre to provide a range of social & recreational activities.	Updates on range of programs conducted.	HSF	100%	Protocols for managing homelessness have been progressed by the Community Safety Committee. Club Friday continues to provide weekly recreational activities for people with intellectual disabilities residing on the Northern Beaches. Manly Club for Seniors continues to provide a range of healthy ageing activities that enhance social inclusion.

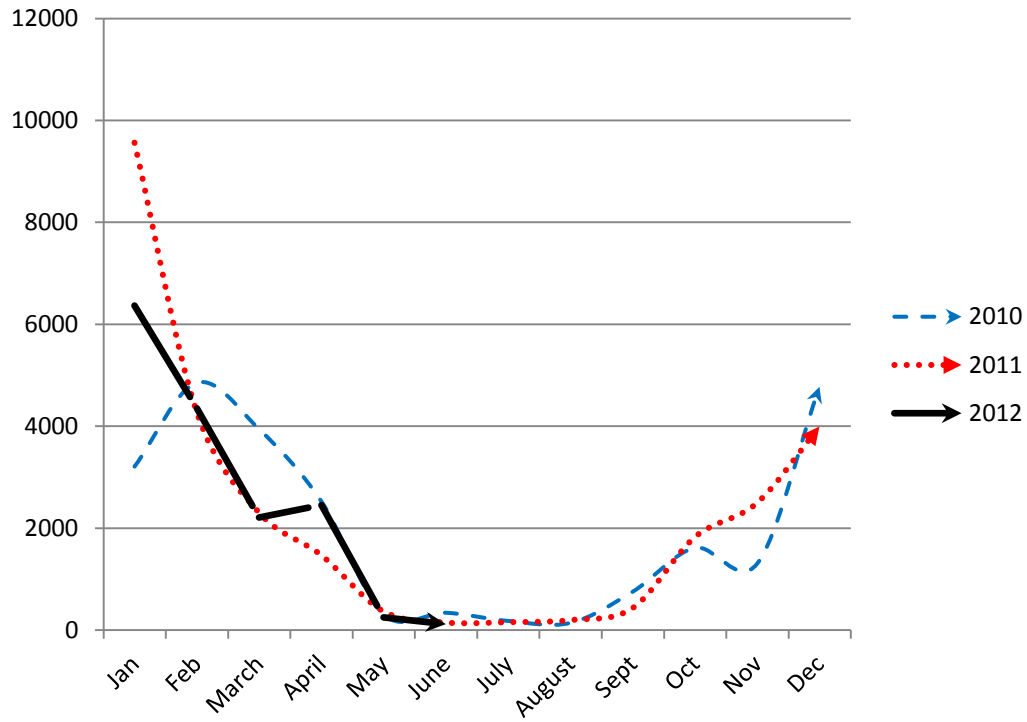
Social

Goals			Strategy		Four Year Plan		One Year Plan		KPI	Responsible Lead Division	1st July 2011 to 30th June 2012	
											% Complete	Progress on KPI
							5.2.1.4	Continued operations of :Meals on Wheels; Community restaurant, shopping & recreational excursions for seniors; Operation of Club Friday recreation program for PWD.	Updates on range of programs conducted.	HSF	75%	MOW has achieved 74% of target set by ADHC. The service is supported by 192 volunteers. MOW provides 4 community restaurants a month in Manly, one a month in Seaforth. A new community restaurant is to commence in the Many CBD. MOW provides a weekly shopping trip to the Mall and a recreational outing once a fortnight. Club Friday continues to provide a weekly recreational program 47 weeks per year for PW an intellectual disability. These programs link them to social activities in the Northern Beaches and Lower North Shore area.
							5.2.1.5	Administration of Community Development Support and Education (CDSE) grants and Community Cultural grants.	Updates on range of programs conducted.	HSF	100%	Club grants process completed for 2012.
							5.2.1.6	Promotion and support of the International Day for People with a Disability.	Updates on range of programs conducted.	HSF	100%	International Day for People with Disability held on 5 December. Activities will be planned to promote IDPWD in December 2012.

Social

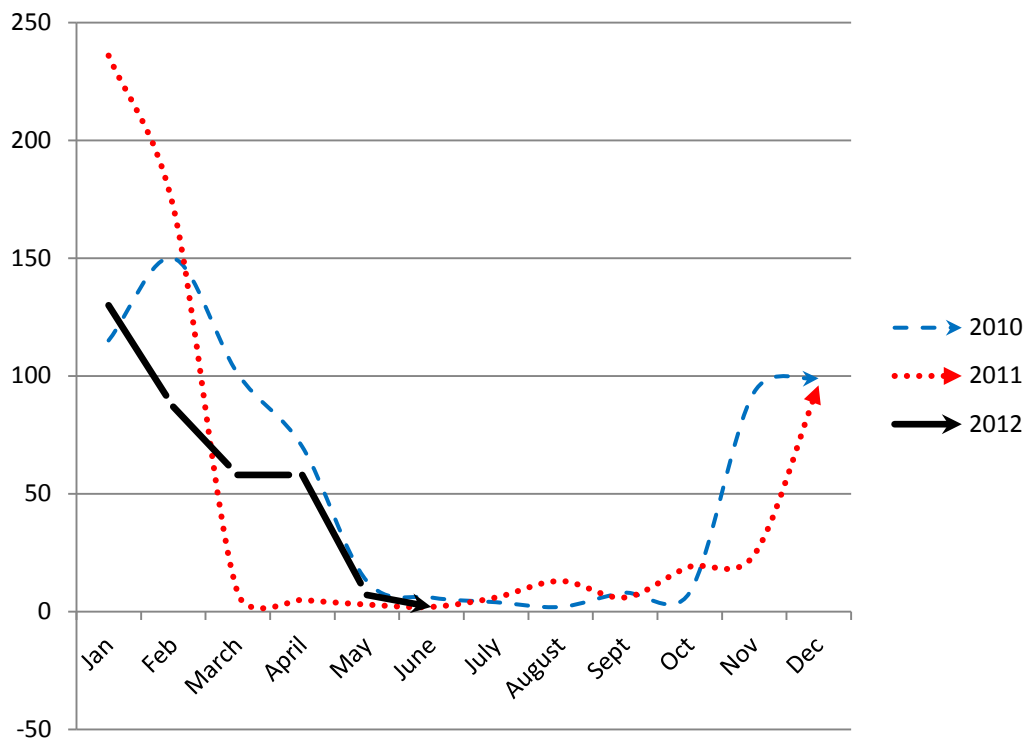
Goals			Strategy		Four Year Plan		One Year Plan		KPI	Responsible Lead Division	1st July 2011 to 30th June 2012	
											% Complete	Progress on KPI
						5.2.1.7	Provide programs or funding, that actively engage excluded groups.		Updates on range of programs conducted.	HSF	100%	Program for gay, lesbian, transgendered, bisexual and questioning young people GL@M held each fortnight. Fitness group held for young mothers known as Mums in Motions. Trivia night to be held in April between GL@M and GALAH (Hornsby Council's GLBTQ support group). Council has applied for the Graffiti Crime Prevention Grant. Band nights held in January and February as alcohol free band night events for young people. Grant application submitted for a National Binge Drinking - Community Initiatives Program. Donation made by Council to support NAIDOC Week.

SOCIAL 2.1.1
Beach services – number of preventative actions



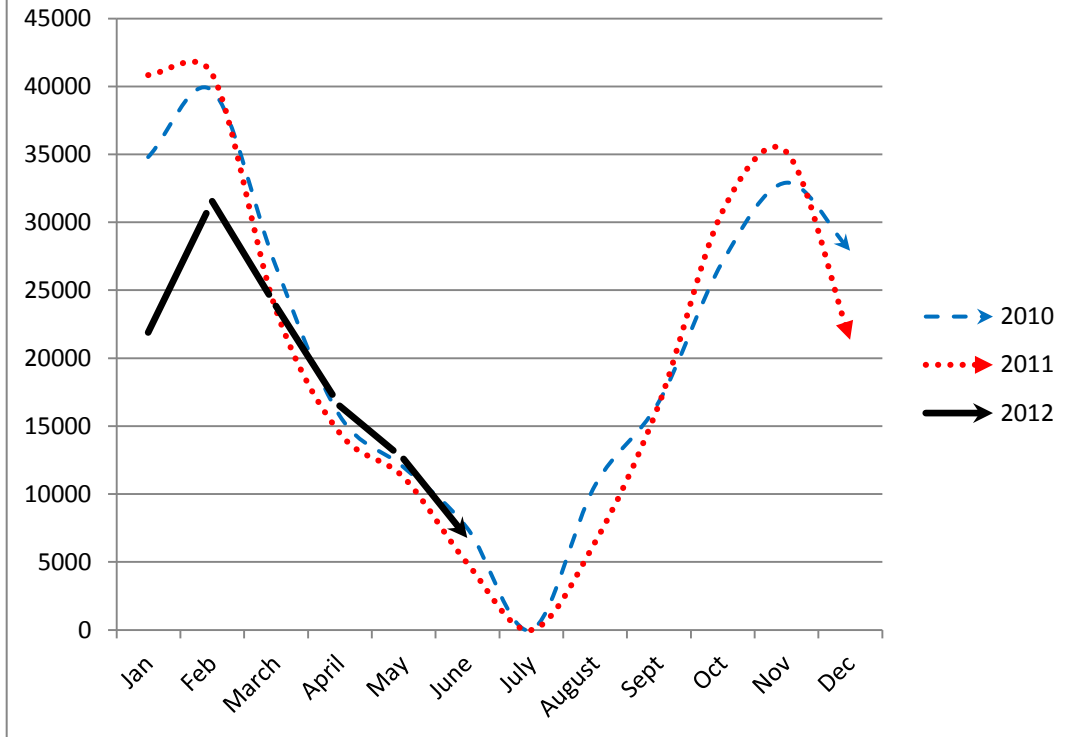
COMMENT: 24,900 Preventative Actions is consistent with last year and the trend patterns for each month are much the same. The overall lower totals for the last 2 years are reflective of the increased rain fall.

SOCIAL 2.1.1.1
Beach services – number of rescues



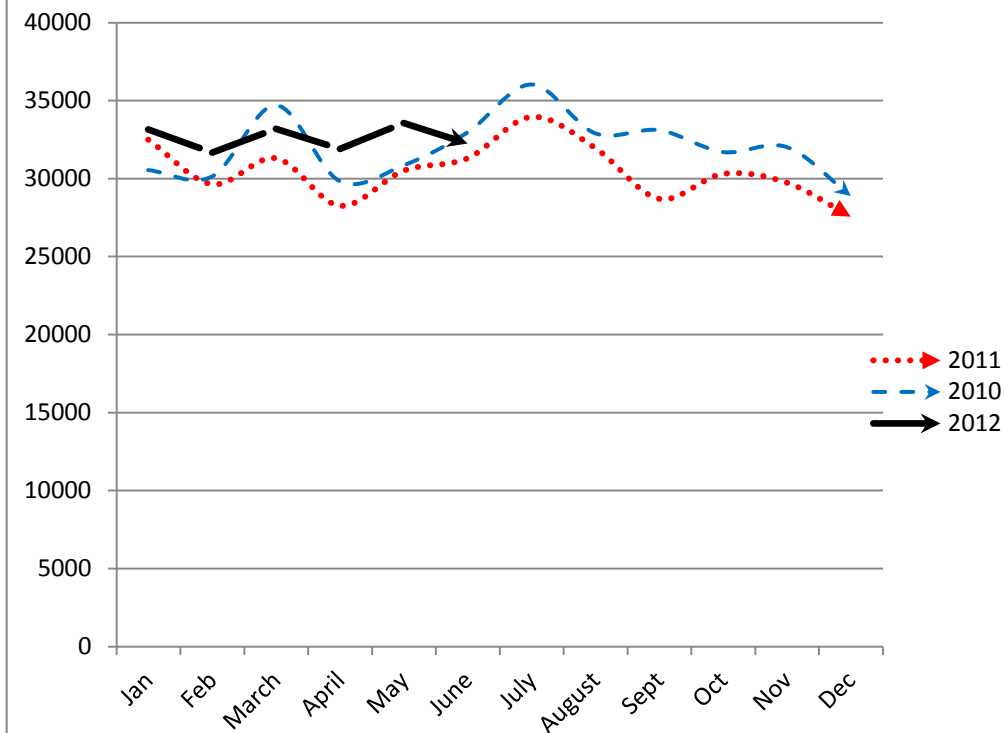
COMMENT: 497 rescues for the financial year are down on the previous year and almost half of what can be expected in a year of hot weather and dangerous surf conditions caused by north east winds. The monthly patterns though of busiest period in summer and very quiet in winter are consistent with previous years.

SOCIAL 2.1.2.1
Manly "Boy Charlton" Swim Centre patronage



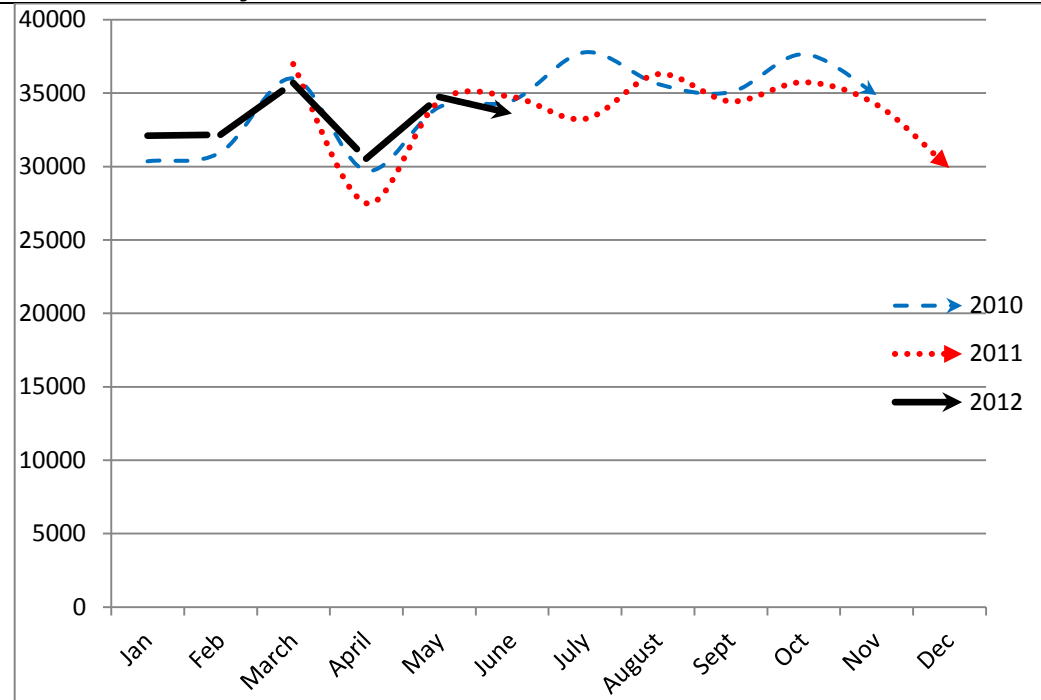
COMMENT: One of the wettest summers on record, along with the closure of the baby & toddlers pools for the season, the overall attendance of the swim centre was 233,573. This figure was down only 8% on the previous season. Warringah Aquatic Centre closed for a period of two weeks during our off peak time which enabled a rise in attendance.

SOCIAL 4.2.1
Number of library loans



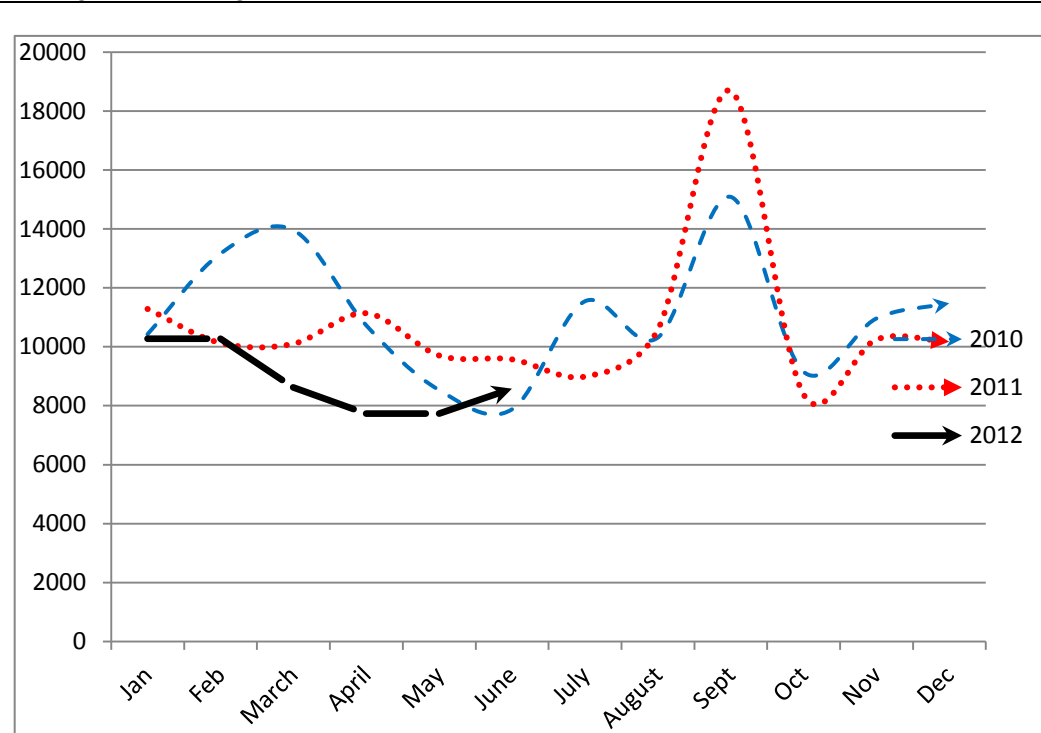
COMMENT: Improved searching techniques on the webcat made location of materials easier. Stocktake and review of the collection highlighted areas in the collection needing development.

SOCIAL 4.2.1.1
Number of library visits



COMMENT: Additional seating and study space provided. New programs for children and youth. Wet weather may also have contributed to extra visits.

SOCIAL 4.2.2.1
Manly Art Gallery & Museum visitation



COMMENT: : After a below average start to the 2011-12 year, very strong September figures reflect increased festival visitation before again sitting just below 2010 average. The final month of June sees visitation figures rising to average levels, having steadied in April/May.



MANLY COMMUNITY STRATEGIC PLAN BEYOND 2021

O Economic / Infrastructure & Special Projects

Section 3 Economic / Infrastructure & Special Projects

Economic / Infrastructure & Special Projects Achievements

After many years of community engagement Manly Council has purchased Seaforth Tafe from the State Government and is currently restoring the site / facility to enable it to be used for a range of community purposes. This substantial community facility will remain a legacy of the current Council for future generations to come. Final user groups of the facility will be determined in the term of the new Council with a range of community based and service organizations already indicating interest in using the facility once rehabilitated. Restoration works are still continuing at the time of writing.

Council continues to work in partnership with the community to develop strategies to diversify and broaden Manly's economy, via strategies to broaden Manly's range of local businesses and services (to cater for both residents and visitors) in Manly CBD. Some of these are noted with local and regional stakeholders such as the Manly Chamber of Commerce and community organizations within business and commercial centres. Council continued its commitment to the Manly Mainstreet program working cooperatively with the Manly Chamber of Commerce.

A Manly Tourism Management Strategy is being developed to protect, manage and preserve local environmental heritage and Manly tourism development and management strategy is reviewing the social, economic and environmental impact of tourism on Manly, considering its composition, current and future needs and opportunities, and local management requirements.

Manly continues to be promoted as a visitor destination, and provide local tourism and visitor services including managing Manly's Visitor Information Centre (216,089 visitors 2012/13). Council successfully worked in partnership with Tourism NSW and local businesses to deliver a range of events and activities to entertain, educate and involve Manly's community and visitors.

Thirty five (35) Council organised events took place including eight (8) Citizenship ceremonies Jazz festival; Food Wine & Sustainability festival; Christmas Choral Concert; World Surf Reserve dedication. One hundred and thirty five (135) externally organised events including Australian Open of Surfing, Cole Classic, Snowy McAllister Long Board Event also took place in Manly all with conditions imposed in the interests of minimizing impacts on residential amenity.

Traffic Management and the implementation of local Local Area Traffic Management (LATM) remained an important focus of Council. Traffic Planning has also included working with stakeholders to improve Manly's regional public transport network and connections (e.g. via SHOROC and other agencies) to and transport linkages, and alternative and sustainable transport choices and methods (bikes, public transport links, etc). For instance, patronage of the community bus network via Operation of free bus service "Hop, Skip and Jump" has been popular with all areas of the community.

Council continues to manage its large portfolio of infrastructure and assets to ensure financial sustainability and to meet community expectations, via the Asset Management Plan & Policy for Infrastructure Assets in line with Department of Local Government guidelines, and infrastructure assets maintenance, condition and safety assessments. This work has occurred for amenities, footpaths and pedestrian mobility assets.

The provision of public parking facilities within the Manly area and managing and improving usage across Council's four public car parking facilities has also been important part of Council's service delivery.

Manly2015 a masterplan for the revitalization of the Manly CBD was publically exhibited between May and September in 2011, during which time numerous stakeholder and precinct briefings were conducted to facilitate feedback to Council on the plan. Council on 4th June, 2012 resolved to refer Manly2015 to the new Council post September 2012 for decision.

Please see below the delivery program action matrix giving status for each action listed together with the key performance indicator graphs for this area.

Economic

Goals	Strategy	Four Year Plan		One Year Plan		KPI	Responsible Lead Division	1st July 2011 to 30th June 2012			
								% Complete	Progress on KPI		
1	A diversified and balanced Manly economy that caters for locals and visitors alike	1.1	Work in partnership with the community to develop strategies to diversify and broaden Manly's economy	1.1.1	Progress <i>Manly2015</i> strategies by refining strategies to broaden Manly's range of local businesses and services (to cater for both residents and visitors) in Manly CBD.	1.1.1.1	Progress <i>Manly2015</i> by activation of laneways and pedestrian streets.	Regular community newsletters; Community Panel surveys; Business surveys; Visitor surveys; Measure success of local programs (satisfaction indicators).	Strategy	Ongoing	Manly 2015 was publicly exhibited between May and September in 2011. Council on 4th June resolved to refer the <i>Manly2015</i> to the new Council for decision.
				1.1.2	Continue developing partnerships with local and regional stakeholders.	1.1.1.2	Continued development of partnerships with local stakeholders.	Report on activities quarterly.	GMU	Ongoing	Continued work and initiatives with local stakeholders for range of events, markets and main street activities.
2	Tourism is recognised as a critical part of the local economy	2.1	Develop a Manly Tourism Management Strategy to protect and preserve local environmental heritage	2.1.1	Develop Manly tourism development and management strategy to review the social, economic and environmental impact of tourism on Manly, considering its composition, current and future needs and opportunities, and local management requirements.	2.1.1.1	Review data for preparation of draft Tourism Plan and draft following survey of key stakeholders .	Completion of plan; Actions proposed; Community involvement and consultation in strategy.	HSF	100%	Tourism continually reviewed through SEDT Committee. Heritage included in Tourism Plan. Tourism Plan to be reviewed and updated after refurbished Stralia Website complete in August 2012
				2.2	Promote Manly as a visitor destination, and provide local tourism and visitor services	2.2.1	Manage Manly's Visitor Information Centre (VIC)	2.2.1.1	Continued management and delivery of services at the VIC: (a) Provide accessible services; (b) Sale of tourism products & services; (c) Seek funding to expand size of VIC; (d) Consider resource implications and methods of providing resources needed for the delivery and operation of a larger VIC; (e) Implication of a booking system for sale of local Manly tourism products.	Measure success of local programs (satisfaction indicators); Feasibility and costs in construction and building of new VIC; Visitor numbers at Manly VIC; Observed Quality customer service; Generated income; Project planning Visitation numbers.	HSF
		2.2.2	Review Manly's VIC current and future accommodation needs for purpose and capacity of service business.			2.2.2.1	Prepare a feasibility and design for extension to VIC premises by reviewing the current patronage, customer space and future improvements for design purposes	Project completed on time and to budget.	HSF	100%	Refurbishment to commence from July 2012, new desk, terminals and brochure holders.
		2.2.3	Working in partnership with Tourism NSW and local businesses.			2.2.3.1	The conduct of a Manly tourist forum with key tourism stakeholders.	Report on forum conducted.	HSF	100%	Manly Mainstreet and Destination NSW produced new winter campaign; new businesses added to VIC booking system
		2.3	Deliver events and activities to entertain, educate and involve Manly's community	2.3.1	Continued delivery of Council local events services and programming.	2.3.1.1	(a) Continued organisation of Manly Council events as per events program; (b) Facilitate event approval for Non Council Organisers; (c) Conduct regular and audience participation events; (d) Manage and coordinate the events' application and approval processes; (e) Management and delivery of Manly Arts / Craft Market and Farmers Market.	Programs and events delivered within approved budget; Outcome of Sponsorship income as sourced for major events; Number of events; Quality of delivery of event presentations (by survey); Audience numbers; Sponsorships attained; Generated income (per event); Media coverage (per event).	HSF	100%	35 Council organised events; 135 externally organised events; high audience numbers for all events but Food Wine & Sustainability Festival (bad weather); sponsorships for Food Wine & Sustainability Festival and Choral Concert. Good media coverage.
				2.3.2	Develop an overall strategy to manage Events programs.	2.3.2.1	Review existing calendar of festivals and events and report to Council recommendations for the future.	Review of events reported to Council.	HSF	100%	Reports to SEDT every two months; new Event Strategy to be written during July 2012

Economic

Goals	Strategy	Four Year Plan	One Year Plan	KPI	Responsible Lead Division	1st July 2011 to 30th June 2012		
						% Complete	Progress on KPI	
3	Manly has a variety of sustainable transport and car alternatives	3.1 Improve Manly's Transportation Programs	3.1.1 Improvements in the Local Area Traffic Management (LATM), by completion of various LATM schemes in the Manly LGA.	3.1.1.1 (a) Develop and implement an LATM for the Seaforth Area; (b) Update the Pedestrian Access and Mobility Plan (PAMP); (c) Traffic facilities maintenance; (d) Develop Road Safety projects.	Reduction in pedestrian accidents/claims/complaints in the Manly LGA; Local pedestrian and cycle and motor vehicle surveys/audits of usage; Reduction in vehicle speeds in local streets; Reduction in road accidents reported annually; Increased public transport usage and long term decrease of car usage/ownership; Traffic counts and parking opinion surveys.	CUS	a) 10% b) 100% c) 100% d) 100%	a) Initial consultation with Precinct Forum undertaken.consultation with public to be undertaken in July 2012 b) PAMP actions for 2011/12 completed. PAMP and Bike Plan development subject to grant applications in 2012/13 c) Traffic facilities maintenance 2012 complete. d) road safety projects for 2012/13 submitted to the RMS for approval and funding.
3	Manly has a variety of sustainable transport and car alternatives (cont'd)	3.1 Improve Manly's Transportation Programs (cont'd)	3.1.2 Review the resident permit parking schemes and the designated parking schemes to improve on street parking availability.	3.1.2.1 Trial of electronic permit parking system.	Trial completed.	CUS	100%	Trial concluded February 2012. Evaluation compiled.
				3.1.2.2 Parking study undertaken of whole Manly LGA to include review of current permit entitlements in relation to on street parking availability.	Study completed.	CUS	0%	Study not undertaken. To be considered for 2012/13.
		3.2 Improve Manly's regional public transport network and connections	3.2.1 Working with SHOROC and other agencies to deliver improved regional transport networks.	3.2.1.1 Implementation of SHOROC regional directions.	Report on number of State and Commonwealth grants received for road infrastructure improvements.	GMU	Ongoing	Continuing to work with SHOROC regarding transport improvements at regional level.
				3.2.2 Further development of Manly's regional transport linkages.	3.2.2.1 Further development of regional transport linkages: (a) Complete Cycleway Network and Bike Plan; (b) Regional Cycleway connections; (c) Shared paths construction and conversion; (d) Maintenance of bike and pedestrian paths.	Regional transport and road improvement achieved; Construction and development of new regional cycleway links and paths.	CUS	a.) 0% b.) 0% c.) 0% d.) 100%
		3.3 Develop alternative and sustainable transport choices in Manly	3.3.1 Planning and developing implementation of alternative transport methods (bikes, public transport links, etc).	3.3.1.1 Provide up to 100 additional bike racks across LGA; Update the bicycle network deliver plan (Bike Plan). Update the Pedestrian Access and Mobility Plan (PAMP)	Report on the reduction of car usage and increase in community use of transport alternatives (ABS Census updates).	CUS	100%	30 additional bike racks provided at Wharf. Bike Plan and PAMP to be developed in 2012/13 subject to funding and grant applications.
				3.3.2 Continuation of community bus network via Operation of free bus service "Hop, Skip and Jump".	3.3.2.1 Community bus network improvements by: (a) Develop marketing and revenue plan for community buses; (b) Continuous improvements in services & operations.	Measure success of local programs and use of Hop Skip Jump Bus service (satisfaction indicators); Increasing numbers of usage during week. (Sustainable Transport Committee; Chamber of Commerce).	GMU	100%
3.3.3 Attaining increased sponsorship and patronage for service.	3.3.3.1 Target new sponsorship.			Sponsorship received. Reported quarterly.	GMU	Ongoing	Endeavouring to obtain new sponsors.	

Economic

Goals	Strategy	Four Year Plan	One Year Plan	KPI	Responsible Lead Division	1st July 2011 to 30th June 2012	
						% Complete	Progress on KPI
4 Improved amenities and physical infrastructure services in Manly	4.1 Manage infrastructure and assets to ensure financial sustainability and meet community expectations	4.1.1 Implementing Asset Management Plan & Policy for Infrastructure Assets in line with Department of Local Government guidelines. Infrastructure Assets. Condition assessments. Safety assessments. Roll out of 10 year Urban Services works program schedule. Establish service levels for required works based on available funding to meet community expectation.	4.1.1.1 Asset Management Plan refined to include: (a) condition rating of all council footpaths; (b) recurrent maintenance program established for footpaths; (c) implementing building maintenance program (toilets); (d) roads rehabilitation program implemented; (e) assess condition of stormwater drainage system through a CCTV survey.	100% implementation of Asset Management Plan and policy; 100 % review of other areas required to be included in Asset Management Plan (e.g. footpaths, & drainage); Quarterly reports on progress of all Annual Maintenance and Works programs; Number of accidents reported on Council footpaths.	CUS	(a) 100% of the footpath condition rating have been completed. (b) 100 % completed and implementation is underway. (c) 100% (d) 100% (e) 10%	(a) Reduction in ad-hoc customer complaints in relation to severe, medium, slight footpath trip hazards. (b) Implementation of forward recurrent footpath works program for the next 4 years has been completed till 2014/15. (c) Maintenance of public toilet request has been actioned within 24 hours if not on the same day. (d) Road rehabilitation program has been implemented to the below streets but not limited to Darley Road, Whisler Street, Iluka Avenue, Amiens Road, Beatrice Street, Fairlight Street, Vista Street, Heathcliff Crescent, Hill Top Crescent. (e) This CCTV assessment works for stormwater assets have been programmed for sub catchment by sub catchment subject to funding. Bower Street, Berry Avenue, Kitchener Street, George Street, College Street, Reddall Street, Boyle Street, Lodge Street, Lauderdale Avenue & Jellicoe Street.
			4.1.2 Roads resurfaced and rehabilitated to standard.	4.1.2.1 (a) Annual road sealing program implemented; (b) Asset Management Plan and Pavement Management System implemented.	Completion of annual roads program on time and within budget; Road network condition remains the same level or improves; Condition assessment undertaken for road network (25% annually).	CUS	(a) 100% (b) 100%
4 Improved amenities and physical infrastructure services in Manly (cont'd)	4.1 Manage infrastructure and assets to ensure financial sustainability and meet community expectations, cont	4.1.3 Review of Civic Plant and Equipment purchasing policy to provide a safe, efficient, cost effective and environmentally sustainable fleet that meets operational needs.	4.1.3.1 Review Civic Plant and Equipment fleet purchasing policy to: (a) incorporate green fuel reductions (carbon footprint reduction strategy); (b) document achievements re: purchasing fuel changes; (c) undertake a fleet rationalisation/ usage; and (d) Undertake a Biodiesel review.	Reduction of Plant, Fleet and Equipment Life Cycle Costs; Annual review of Leaseback vehicles completed.	CUS	(c) 100%	(a) Recent vehicle purchases have been diesel not petrol. (d) Backhoe, tipper, loader, buses, roller, compressor, crane truck run on biodiesel. Heavy fleet replacement program complete. Accessing replacement with intent to reduce overall heavy & light fleet numbers.

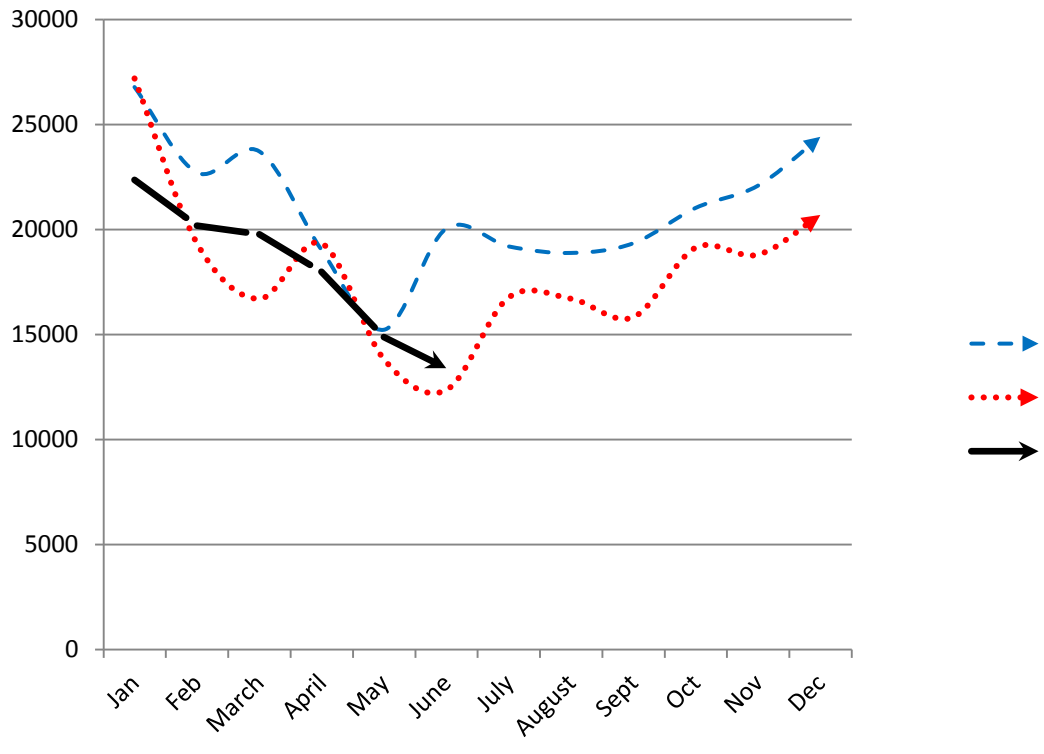
Economic

Goals	Strategy	Four Year Plan	One Year Plan	KPI	Responsible Lead Division	1st July 2011 to 30th June 2012					
						% Complete	Progress on KPI				
	Deliver major infrastructure projects to ensure safety, sustainability and improve public amenity	4.2.1	Delivery of Projects in Capital Works Program.	4.2.1.1	Capital works project implemented: (a) Program forward maintenance and capital works; (b) Addiscombe Road site monitoring; (c) Program implementation for Capital/Maintenance Works, Road resealing, Pavement management, and drainage/flood. Seaforth TAFE and Seaforth Town Centre Redevelopment, Ocean Beach Stage 5 – Queenscliff Surf Club & LMUD Committee, Manly Aquatic Centre upgrade – (uncertain dependent on funds), <i>Manly2015</i> implementation – Manly Oval/ Whistler Street triangle site redevelopment and other actions. Input to Council's Floodplain Management Study and modelling, New Dinghy Storage Facilities at Sandy Bay.	100% Delivery of Projects in Capital Works Program on time and within budget; Number of accidents related to Plant condition; Vehicle downtime/ running costs.	CUS	49% of the program has been implemented. Rest of the works may be implemented on a priority basis when funds become available in the next financial year.	(a) (c) Due to funding restrictions, 49% of the infrastructure capital works have been completed.		
		4.2.2	Major Projects Planned, exhibited, designed, delivered: <i>Manly2015</i> public domain areas; Manly Aquatic Centre; Seaforth TAFE site redevelopment; and Redevelopment for Baby Health Centre site.	4.2.2.1	Public exhibition of <i>Manly2015</i> and commencement of detailed design of public domain areas. Detailed design and costing of Manly Aquatic Centre. Finalising of detailed proposal for Seaforth TAFE and acquisition. Detailed design and commencement of new community facility on former Raglan Street Baby Health Centre site.	Projects progressed and delivered on time and to budget and desired specification (GMU/Strategy). Projects endorsed to proceed by Council.	Strategy	ongoing	Manly Aquatic Centre LIRS grant application, and financial considerations in LTFP. Seaforth TAFE acquisition ongoing.		
		4.2.3	Provide drainage infrastructure that is functional, effective and environmentally sensitive and meets community expectations.	4.2.3.1	Annual drainage projects undertaken as follows: (a) Annual capital maintenance; (b) Works program implemented; (c) Forward works program developed; (d) Stormwater Management Plan and policy implemented; (e) Modelling and analysis of stormwater network; (f) Review on Site Stormwater Management Policy.	Reduction in number of customer complaints and claims; Completion of annual maintenance and capital drainage works program on time and within budget; Reduction in number of flooding claims/flooding; Length of pipelines constructed/reconstructed.	CUS	(a) 100% (b) 35% (c) 100% (d) 75% (e) 25% (f) 60%	After progressing (a) to (f) from one year program, there has been a significant reduction in customer complaints during storm events.		
		4.3	Improve public amenities, footpaths and pedestrian mobility to ensure safety and meet the needs of the community	4.3.1	Implementation of pedestrians & footpaths infrastructure improvements.	4.3.1.1	Pedestrians & footpaths network improvements, including: (a) Completion of annual (urban services) audit of the footpath network to identify footpath conditions; (b) Implementation of audit to construct new footpaths; on priority works basis, as well as condition ratings & capital funds available; (c) Identifying new links and construction of new footpaths based on identified community needs; (d) Implementing Traffic Committee recommendations relating to traffic devices and road safety. (e) Undertake regular maintenance and upgrading of buildings and facilities as per Council's Asset Management strategy and as identified in its capital works program; (f) Upgrading public toilets as per plan and maintenance requirements.	100% completion of footpath audit; 100% reduction in complaints, trip claims; Meeting agreed and identified community expectations depending on budget allocation; 100% of agreed infrastructure projects with Traffic Committee completed; (>25mm) Footpath Conditions; Condition Assessment of Footpath Network, 25% annually; Areas of footpath repaired/constructed; Number of complaints/ insurance claims.	CUS	(a) 100% (b) 100% (c) 80 % (d) 90% (e) 75% (f) 80%	Complaints have been reduced recently in relation to footpath trip hazard (recent elimination of footpath trips in Thornton Street, Sydney Road, Griffiths Street, Boyle Street etc) and maintenance issues in relation to public toilets and buildings.
		4.4	Develop emergency plans to protect community, natural environment and built assets	4.4.1	Preparation and review of Emergency DISPLAN for the Manly area.	4.4.1.1	(a) Review DISPLAN and mitigation strategies; (b) Council to respond in concert with nominated combat agencies in official emergency situations and conduct training exercises in accordance with the above. Continue to meet with Commonwealth and State agencies (quarterly per annum) to represent Manly's interests.	Plan implemented; Attendance at external committee (quarterly); Review completed.	LS	100%	Constitution and Plan adopted.
		4.5	Provide community facilities, assets, and public parking that are accessible, clean, fit and habitable	4.5.1	Maintain Buildings and Facilities to a sustainable and functional standard.	4.5.1.1	(a) Undertake regular maintenance and upgrading of buildings and facilities as per Council's Asset Management strategy and as identified in its capital works program; (b) Upgrading public toilets as per plan and maintenance requirements.	Regular site inspections and condition audits being completed and assets maintained to community standards.	CUS	(a) 90% (b) 60%	Thorough condition assessments of buildings and facilities are complete. Some upgrades have commenced while others have been programmed and appropriate funding requested.

Economic

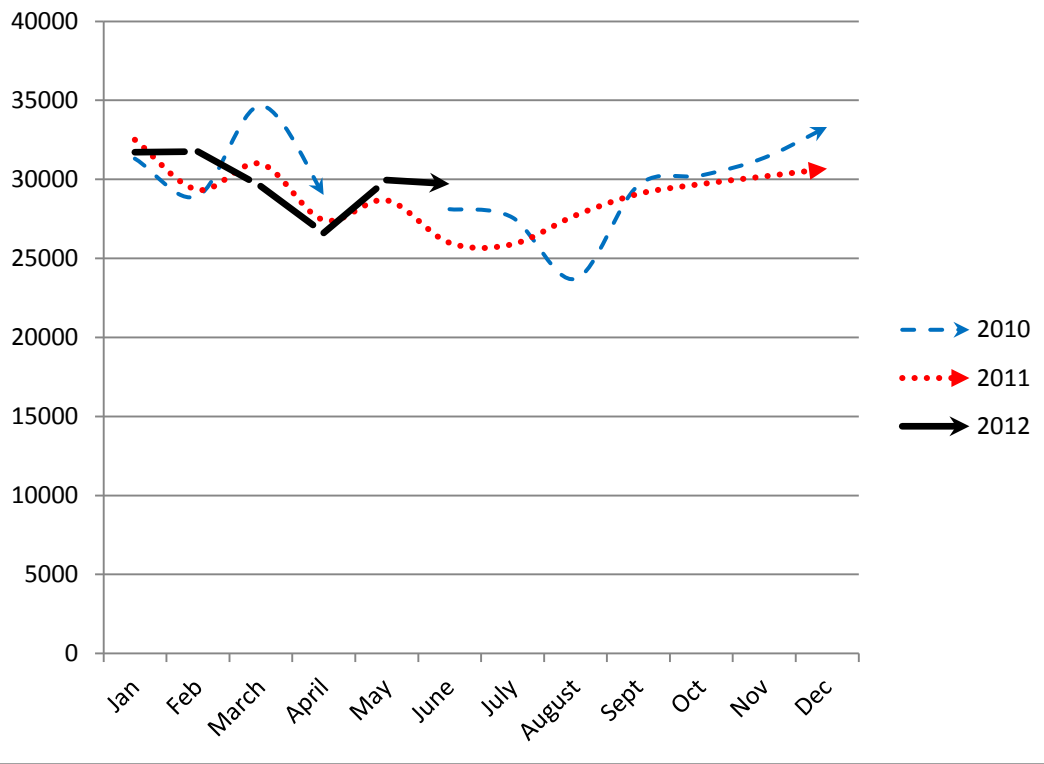
Goals	Strategy	Four Year Plan	One Year Plan	KPI	Responsible Lead Division	1st July 2011 to 30th June 2012	
						% Complete	Progress on KPI
		4.5.2 Maximise return to Council by appropriate utilisation of Community facilities and properties.	4.5.2.1 (a) Provide an accessible booking system of all council's facilities available for hire and or use by members of the general public.	Implementation of accessible booking system; Satisfaction with community facilities (via survey information and condition assessments).	GMU	Ongoing	Bookings have maintained historical patterns.
			4.5.2.2 Manage Council's property portfolio to maximise access to the facilities by the public and where appropriate maximize the return on Council's assets.	Facilities rented to achieve market rental or a use of benefit to the community as appropriate.	GMU	Ongoing	Bookings have maintained historical patterns.
		4.5.3 Providing public parking facilities within the Manly LGA and managing and Improving usage across Council's four public car parking facilities.	4.5.3.1 (a) Manage, operate and maintain Council's four parking facilities at Whistler St; Pacific Waves building; Peninsula building; Manly National building; (b) Develop marketing plan to improve usage; (c) Review rates regularly to assess usability; (d) Management of Council's parking meters at the Ocean Beach Front.	Review and report on car parking usage statistics by car park; Report on street Parking (revenue received from meters).	GMU	100%	1,249,885 vehicles have used Council's Parking Stations during the past year July 2011 to end June 2012. Revenue for parking meters finished the year 11.65% above budget.
	4.6 Work with community stakeholder groups to better understand infrastructure improvements needed	4.6.1 Community infrastructure partnerships to ensure delivery improvements.	4.6.1.1 (a) Manage committees and stakeholder input (e.g. Manly Scenic Walkway Committee); (b) Manage community expectations and data; (c) Respond to community complaints in writing, by phone, etc.	Respond to community complaints; Well managed committees (based on survey responses).	CUS	a.) 100% b.) 100% c.) 100%	a) All the capital infrastructure works have been community-consulted. 100% of community complaints responded to within allocated time frame; 100% of Committee commitment met. b) Communicate and receive comment for all the infrastructure works. c) Respond within timeframe to residents with relevant information.
		4.6.2 Develop plan and policies to respond to infrastructure community concerns.	4.6.2.1 Develop and refine current infrastructure plans with community input.	Report quarterly.	CUS	100%	Consultation process is being carried out for all the projects for local residents' comments.

ECONOMIC 2.2.1.1
Visitor Information Centre



COMMENT: Figures on trend based on high summer visitation and reduced winter visitation. February 2012 numbers were maintained due to Australian Open of Surfing and associated high visitation.

ECONOMIC 3.3.2.1
Hop, Skip & Jump Bus patronage



COMMENT: 352,676 passenger journeys for the Year reflect a stable passenger base, and consistent seasonal trend for the past three years.



MANLY COMMUNITY STRATEGIC PLAN BEYOND 2021

O . . . E . . .

Section 4 Environment

Environmental achievements

During the last year, Council has continued to responsibly manage our waste and provide appropriate facility and public domain area cleaning. The preservation of Manly's unique natural environment remained an important priority for Council.

The Manly Environment Centre (MEC) in conjunction with the Environment Sustainability team have continued their programs of events, community partnerships, environmental advocacy work and environmental education initiatives.

Council's Environmental Levy Program continued to fund programs such as bushland restoration works, water saving / catchment management Initiatives (Council's water usage has decreased by over 50 percent on 2002 levels), sustainability initiatives including those relating to alternative energy and biodiversity / threatened species management (including measures to sustain Little Penguin and Long Nose Bandicoot threatened populations).

MEC continued with its annual program of environmental education, events, workshops, seminars and providing information resources. The number of volunteer hours on MEC projects and programs totalled 1415 hours over 2012.

In relation to urban planning a new draft Local Environmental Plan and Development Control Plan has been prepared and placed on public exhibition with the NSW Department of Planning's approval and will further contribute to the overall protection of the environment, heritage (built and natural), while responding to the needs for a variety of housing though out the area.

Environmental Health inspections and audits of local businesses in relation to food preparation and skin penetration continued at high levels. All local restaurants were inspected twice during the last year.

Four hundred and thirty eight (438) DAs were assessed from 1/7/11 - 30/06/12. Average time to assess was 65 days and development value totalled \$98.3 million (for year 11/12)

Council has continued to progress priority actions identified within Council's Carbon Reduction Strategy and Action Plan (prepared by Kinesis). In terms of alternate energy sources, a 9.9 kilowatt photovoltaic system was installed on Council's Town Hall Roof and a funding application was submitted under the Federal Government's Community Energy Efficiency Program (unsuccessful) for installation of cogeneration for the Swim Centre (Council's highest energy consuming facility) to replace the existing electric heat pumps.

A Building Management System (BMS) for Town Hall was installed and installation of a BMS for the Art Gallery commenced to ensure more efficient operation of the heating, ventilation and air conditioning systems.

Lighting audits have been conducted for Council's main buildings and carparks to direct the most effective lighting retrofits with more efficient lighting (Town Hall, Library, Art Gallery, Depot, Peninsula Carpark, National Carpark, Pacific Waves Carpark and Whistler Street Carpark).

Council has improved data collation for electricity consumption (increased accuracy) and fleet fuel consumption (automated reports generated from Caltex).

Council has also progressed Carbon Reduction Actions for the broader community. The Draft DCP has been revised to strengthen energy conservancy and efficiency for commercial developments which are not subject to the NSW Government's Building Sustainability Index (BASIX) requirements. Community education workshops have been held on energy efficiency and Solar Hot Water/Solar Photovoltaic Panels under Council's former Green Up Your Life Program.

Please see below the delivery program action matrix giving status for each action listed together with the key performance indicator graphs for this area.

Environment

Goals		Strategy		Four Year Plan		One Year Plan		KPI		1st July 2011 to 30th June 2012		
										Responsible Lead Division	% Complete	Progress on KPI
1	Natural heritage, bushlands and biodiversity is protected and preserved for future generations	1.1	Promote the protection of the environment as the key to a sustainable future	1.1.1	Preparation of a State of the Environment Report for Manly 2011/12 under the new IP&R framework.	1.1.1.1	Preparation of a supplementary State of the Environment Report for Manly 2010/11.	Completion of SoE Report for 2010/11 year.	LS	100%	10/11 Report Completed. Preliminary work on 11/12 report undertaken.	
				1.1.2	Implementation of all relevant actions in the Manly Sustainability Strategy(MSS).	1.1.2.1	Progress towards implementation of relevant MSS actions.	Report on completion of actions.	LS	Ongoing	Priority actions implemented.	
				1.1.3	Administer Environmental Levy and report on this to the community.	1.1.3.1	Administration of Environmental Levy, including Environmental Levy budget, annual and community reporting.	Completion of EL Annual Report and community newsletter, Number of Environment Levy funded projects implemented on time and to budget.	LS	80%	Programs will be completed by June 2012.	
		1.2	Deliver and enhance environmental regulation services to protect natural environment	1.2.1	Specific Contaminated Site Management in liaison with DECCW.	1.2.1.1	Contaminated Site Management at Addiscombe Road (Stage 1 remediation).	Report on contaminated site management progress.	LS	0%	The project is on hold in 2011/12 as requested by Executive.	
						1.2.1.2	Advice provided on private and public contaminated lands in referred Development Applications.	Provision of advice in accordance with the Contaminated Land Policy.	LS	ongoing (100% for 2011/12)	DAs referred when received.	
		1.3	Undertake projects in partnership with community stakeholders that protect, preserve and manage Manly's bushlands, biodiversity, geo-diversity, coastal and estuary environments and water-cycles to benefit future generations.	1.3.1	Undertaking Biodiversity and terrestrial management environmental programs that protect threatened species, habitat and populations.	1.3.1.1	Participation in and implementation of threatened species recovery programs and projects (including Bandicoot Education Project).	Progress towards implementation of recovery programs and projects, publication of annual threatened species data.	LS	ongoing (100% for 2011/12)	The Natural Resources Branch continued to implement responsibilities under the Little Penguin and Long-nosed Bandicoot Recovery Team as well as those arising from Council resolutions including: (1) updating and extending penguin ground stencils to Delwood Beach (2) installation of updated WPA signage at Federation Point (3) Repairs and maintenance to Penguin Barrier at Manly Wharf and removal of shower above Penguin nesting habitat (4) Progressed Updating LNB Educational Material with NPWS.	
						1.3.1.2	Undertaking threatened species assessments & projects.	Number of DAs assessed in relation to threatened species issues.	LS	ongoing (100% for 2011/12)	54 Threatened species assessments for DAs were completed including several in or adjacent to critical habitat. Input provided into internal Council works within threatened species habitat.	
						1.3.2	Implement recommendations of the Manly Flora and Fauna Study.	1.3.2.1	Progress priority outstanding recommendations.	Progress towards outstanding priority actions, number of native plant species, endangered species, populations and communities recorded in LGA.	LS	60%

Environment

Goals			Strategy		Four Year Plan		One Year Plan		KPI		1st July 2011 to 30th June 2012		
											Responsible Lead Division	% Complete	Progress on KPI
					1.3.3	Develop a Biodiversity Strategy for Manly and implement priority actions.	1.3.3.1	Complete stage one of the Biodiversity Strategy (including planning mechanisms to protect and conserve biodiversity corridors).	Stage one of the Biodiversity Strategy completed.	LS	20%	New Environmental Officer commenced 19 March 2012 to assist with Biodiversity and Threatened Species responsibilities for the Sustainability Team including the Biodiversity Strategy. Project Plan for Biodiversity Strategy has been drafted. In 2011/12 most resources have been dedicated to completion of 54 threatened species assessments required for DAs (CSP ref 1.3.1.2).	
					1.3.4	Companion Animal Management Plan to adhere to statutory obligations and to have a focus on responsible pet ownership.	1.3.4.1	Review the Companion Animals Management Plan with a focus on advocating responsible pet ownership which minimises impacts on others and the natural environment.	Reporting on initiatives undertaken.	LS	50%	Management Plan under review.	
					1.3.5	Identify, map and evaluate significant geodiversity elements in the LGA and incorporate data into Council's GIS, and develop a Geodiversity Conservation Plan.	1.3.5.1	Commence geodiversity mapping program and review planning controls to assist with the conservation of geodiversity.	Progress towards geodiversity mapping and review of planning controls.	LS	80%	Geodiversity mapping completed. Conservation Plan drafted and being reviewed.	
					1.3.6	Implementation of adopted Coastline & Estuary Management Plans.	1.3.6.1	Implementation of management actions proposed in the adopted North Harbour CZMP.	% of Actions implemented within adopted Management Plan(ESD)s.	LS	70%	All plans adopted and being processed for implementation.	
					1.3.7	Consolidation and revision of existing Coastal and Estuary Management Plans into Coastal Zone Management Plans following recent NSW Government's Guidelines.	1.3.7.1	Initiate a proposal for consolidation of existing Management Plans.	Proposal made and adopted.	LS	100%	Proposal made and adopted by Council on 5 March 2012.	
1	Natural heritage, bushlands and biodiversity is protected and preserved for future generations (cont'd)	1.3	Undertake projects in partnership with community stakeholders that protect, preserve and manage Manly's bushlands, biodiversity, geo-diversity, coastal and estuary environments and water-cycles to benefit future generations. (cont'd)		1.3.8	Undertake measures for coastal protection and implement Emergency Action Plans.	1.3.8.1	Undertake revision of Coastal Hazard Definition Studies.	Number of hazard sites remediated.	LS	50%	Studies identified and funding being sought.	
								Consider options for beach nourishment.		LS	100%	Conditions on DAs for CBD development.	
								Initiate discussion paper to develop long term plan for strengthening existing seawalls.	Discussion paper developed.	LS	90%	Priority Plan developed.	
					1.3.9	Aquatic Reserve Management Plan Preparation & Implementation.	1.3.9.1	Assist DECCW in adoption and implementation of the Cabbage Tree Bay Aquatic Reserve Management Plan.	% of proposed actions implemented.	LS	75%	DPI is being assisted, proposed actions being implemented.	
					1.3.10	Landscape Masterplan for reserves in coastal foreshores.	1.3.10.1	Implement adopted Sandy Bay and North Harbour Reserve Landscape Masterplans.	% of proposed actions implemented.	LS	100%	Scheduled works for the year completed.	
					1.3.11	Assess and plan water access facilities & infrastructure.	1.3.11.1	Initiate a study on boat storage, jetty and boat ramp facilities.	Study completed.	LS	100%	Study completed; long-term plan preparation initiated.	
					1.3.12	Establish and manage coastal erosion risk areas.	1.3.12.1	Contract manage a modelling study to establish coastal risk area (erosion).	Coastal Erosion risk area identified.	LS	100%	Coastal erosion risk area identified and publicly exhibited.	
								Establish coastal risk 'Investigation Areas' as an interim measure.		LS	100%	Drafted.	

Environment

Goals	Strategy	Four Year Plan	One Year Plan	KPI	1st July 2011 to 30th June 2012		
					Responsible Lead Division	% Complete	Progress on KPI
			Drafting of Sea Level Rise Adaptation Policy.		LS	100%	Drafted.
		1.3.13 Delivery of Water Cycle Management Plans, Projects and Strategies.	1.3.13.1 Delivery of Water Cycle Management Plans, Projects and Strategies.	Strategies implemented.	LS	85%	Ongoing.
		1.3.14 Development of a new 4 year Potable Water Savings Action Plan (2012/13) subject to ongoing statutory requirements.	1.3.14.1 Complete the implementation of adopted 2008/09 - 2012/13 Water Savings Action Plan by 2012/13.	Ongoing Council organisational potable water reduction (KL consumption vs 2000/01 usage). Report implementation.	LS	85%	Ongoing.
		1.3.15 Continued development and implementation of sustainable alternate water re-use schemes at Council's facilities.	1.3.15.1 Stormwater harvesting feasibility assessment for key reserves (e.g. LM Graham as per adopted Masterplan).	Number of Council alternate water sourcing schemes (rainwater, stormwater, groundwater). Potable water saved.	LS	25%	Detailed Assessment at LM Graham Reserve proposed scheduled to be carried out using WaSIP funding.
		1.3.16 Ongoing implementation of Manly Lagoon Integrated Catchment Management Strategy in partnership with Warringah Council.	1.3.16.1 Completion of the Manly Lagoon Sites 1&2 Dredging Project (2011) (NSW Estuary Management Program 50% Funded).	Number of Projects Outstanding (ICM Strategy). Sites 1&2 project dredging completion.	LS	100%	Completed.
			1.3.16.2 Completion of the Burnt Bridge Creek Integrated Restoration Project 2009-2011 (3 year \$1.997 million NSW Environmental Trust funded Manly & Warringah Council Alliance project).	Burnt Bridge Creek Integrated Restoration Project Completion.	LS	95%	Some project components still being finalised by project manager.
		1.3.17 Development of a Manly LGA & Manly Lagoon Catchment Flood Study, Floodplain Risk Management Study, and Floodplain Risk Management Plan (2014).	1.3.17.1 Development and adoption of a Manly LGA & Manly Lagoon Catchment Flood Study (12-24 month project duration).	Development and adoption of appropriate Manly LGA & Manly Lagoon Catchment Flood Risk Management documents.	LS	40%	Manly Lagoon Flood Study at Stage 3 (of 5). Public exhibition planned in Jan 2013. Manly LGA Flood Study Consultants Brief developed and to be placed on Tenderlink in final quarter 2012.
		1.3.18 Development of a Water Sensitive Urban Design (stormwater) Plan, and improved Stormwater & Sewer Pollution Control.	1.3.18.1 Development of WSUD (stormwater) Plan. Implement new stormwater pollution control devices & bioretention systems. Continue Dry Weather Sewer Leak Investigation Program.	Development of a WSUD (stormwater) Plan. Number of GPTs. Number of bioretention systems. Ongoing Dry Weather Sewer Leak Investigation.	LS	80%	WSUD Plan under development.
		1.3.19 Bushland management, restoration works and maintenance on council lands.	1.3.19.1 Provide strategic direction and implementation of bushland. Progress restoration of bushland reserves from 2009-2012 Bushland Management Strategy.	Works performance indicators being met.	CUS	100%	Bushland reserve maintenance undertaken as per schedule to ensure documented performance indicators are being implemented.
			1.3.19.2 Revegetate or increase bushland corridors.	Documented number of corridors completed. Number of natives planted in bushland corridors.	CUS	100%	Planting program completed for this year. New program developed for 2012-13.

Environment

Goals	Strategy	Four Year Plan	One Year Plan	KPI	1st July 2011 to 30th June 2012		
					Responsible Lead Division	% Complete	Progress on KPI
1 Natural heritage, bushlands and biodiversity is protected and preserved for future generations (cont'd)	1.3 Undertake projects in partnership with community stakeholders that protect, preserve and manage Manly's bushlands, biodiversity, geo-diversity, coastal and estuary environments and water-cycles to benefit future generations. (cont'd)	1.3.19 Bushland management, restoration works and maintenance on council lands (cont'd).	1.3.19.3 Noxious weed management on private property. Program noxious weed management on private property; Provision of community education for noxious weed eradication; Participate on the Sydney North Regional Weeds Committee; Establish data base to capture non compliances; Distribute notifications; Communicate with community on weed eradication programs; Regularly attend the SNRWC meetings.	Number of noxious weed inspections and notifications issued. Number of community education events attended by staff. Attendance at Sydney North Regional Weeds Committee meetings.	CUS	100%	15 noxious weed inspections undertaken and 13 Notices issued. 1 environmental event attended by staff. 1 Regional Weeds Committee meeting attended.
			1.3.19.4 Upkeep the Manly Scenic Walkway track and path areas.	Linear meters of walking track upgraded and maintained.	CUS	90%	3.2km of walking track maintained.
			1.3.19.5 Implementation of Bushland Environment Levy projects.	No of waterways and estuarine communities free from weeds.	CUS	100%	Bush regeneration contracts implemented and completed.
			1.3.19.6 Develop a strategy for future bushland management and biodiversity management in Manly.	Bushland Environment Levy projects delivered on time and budget.	CUS	85%	Bush regeneration contracts implemented (100% complete). Coral tree removal completed (100%). Creek bank and mini wetland projects implemented (80% complete). Sediment removal from Witches Glen 0% complete.
			1.3.19.7 Provision of community education for noxious weed eradication.	No of community education events attended by staff.	CUS	75%	Sustainability Fair attended by Bushland staff.
			1.3.19.8 Audit and plan for future control. List all projected problem areas and actions for future control. Undertake ongoing rabbit control programs using various methods. Work cooperatively with neighbouring Council's and land managers.	Number of rabbit control programs implemented. Reduction in rabbits identified by survey and Rabbit Density Index measure. Attendance at Urban Feral Animal Action Group meetings.	CUS	100%	Rabbit control program has been completed for this financial year.
			1.3.19.9 Support volunteer participation in managing Council bushland areas. Continue to support and develop volunteer Bushcare Program.	Number of volunteer Bushcare hours worked annually. Number of volunteer hours per quarter.	CUS	100%	492 hours worked during the year. 125 volunteer hours worked during the past quarter.
			1.3.19.10 Bushfire fuel reduction management (Council lands); Audit Council local government areas to determine risk. Identify and record categories and risk areas. Implement actions from the Bushfire Risk Management Plan. Implementation of bushfire fuel reduction works identified from audit as listed in the MMN bushfire risk Management Plan.	100% implementation of Bush Fire Risk Management Plan. Number of sites that have been reduced in risk categories.	CUS	100%	All actions documented in the BFRMP have been completed for this reporting period.
			1.3.19.11 Development of education strategies, and their implemented about bush fire reduction strategies & staged management of reductions.	Level of community understanding of bush fire reduction strategies and staging reductions through survey, observations and attendance at training.	CUS	90%	Manly Mosman North Sydney Bushfire Committee has progressed the Community Education Strategy to final draft stage.

Environment

Goals		Strategy		Four Year Plan		One Year Plan		KPI		1st July 2011 to 30th June 2012		
										Responsible Lead Division	% Complete	Progress on KPI
								Continued Bushland maintenance of reserves, regeneration, and fire hazard reduction works, and management of volunteer bushcare Programs.	CUS	100%	All actions documented in the BFRMP have been completed for this reporting period. 100% Bushland reserve maintenance undertaken as per schedule to ensure documented performance indicators are being implemented.	
				1.3.20	Continued environmental advocacy and advice such as:	1.3.20.1	Environmental advocacy and advice such as:					
				1.3.21	Providing internal sustainability advice on major development assessments, and Council's Reviews of Environmental Factors, policy/strategic sustainability planning as required.	1.3.21.1	Provision of advice for DAs/ REFs, strategic sustainability planning as required.	Advice provided as required.	LS	ongoing (100% for 2011/12)	All appropriate DAs referred.	
						1.3.21.2	Provide sustainability input onto cross-Council project teams as required e.g.: LEP / DCP, Education for Sustainability etc, Built Environment Sustainability Team.	Input provided as required, number of BESTs meeting held.	LS	ongoing (100% for 2011/12)	Ongoing programs. BEST on hold.	
				1.3.22	Working with SHOROC on regional sustainability projects as required.	1.3.22.1	Provide input to the SHOROC Shaping Our Future regional strategy, and make accessible to the community.	Input provided into SHOROC Shaping Our Future Regional Strategy.	LS	ongoing (100% for 2011/12)	Staff attended SHOROC workshops and participate in relevant SHOROC working groups.	
				1.3.23	Continued Community & Environmental Partnerships.	1.3.23.1	Continued Community & Environmental Partnerships.	Programs implemented.	LS	ongoing (90% for 2011/12)	Events and projects are ongoing.	
1	Natural heritage, bushlands and biodiversity is protected and preserved for future generations (cont'd)	1.3	Undertake projects in partnership with community stakeholders that protect, preserve and manage Manly's bushlands, biodiversity, geo-diversity, coastal and estuary environments and water-cycles to benefit future generations. (cont'd)	1.3.24	Update Manly Council Education for Sustainability Strategy to reflect latest best practice in education for sustainability.	1.3.24.1	Demonstrate leadership in sustainability through interpretative signage and other relevant educational tools for Council's sustainability-oriented projects, such as solar panels and environmental restoration projects.	Number of programs / events per quarter.	LS	90%	Strategy current under review.	
				1.3.25	Capacity-build community members to become capable of leading community-based sustainability initiatives.	1.3.25.1	Share knowledge on education for sustainability methods with SHOROC Councils and work collaboratively on joint initiatives where appropriate.	Measure success of local programs (satisfaction indicators).	LS	70%	Staff work with SHOROC on regional projects.	
				1.3.26	Continue to provide sustainability engagement programs targeting schools, businesses, Council staff and community.	1.3.26.1	Implement CEP programs.	Programs implemented.	LS	80%	Programs are ongoing.	
				1.3.27	Manly Environment Centre (MEC) management of "shopfront" for the purpose of information exchange, advocacy and research, events, activities and projects; and volunteers.	1.3.27.1	Promotion and marketing of International 'Conference for Environment Centres' - Sept 2011.	Number of attendance at International Conference.	LS	100%	Visits from 2 International & 1 national University groups as a follow up from the Conference.	
						1.3.27.2	Preparation of conference material.	Expand on MEC international program for global project.	LS	50%	Started network of Environment Centres.	
				1.3.28	Relocation of MEC.	1.3.28.1	Plan new facility.	Progress with plans.	LS	10%	On schedule.	
				1.3.29	Move towards a more environmentally sustainable Manly working together with Councils and NGOs.	1.3.29.1	Undertake public education programs for key environmental dates that engage new groups.	Number of programs/events per quarter.	LS	70%	4 completed programs/events.	
				1.3.30	Maintain and promote the social and environmental networks.	1.3.30.1	Continue to strengthen and develop new partnerships local, national & globally.	Number of volunteer hours per quarter.	LS	70%	On schedule. Distribution of monthly What's On & networking at community events increasing.	
				1.3.31	Increase the numbers of interns and volunteers.	1.3.31.1	Promote awareness of Manly Environment Centre and Council's successful projects via conference.	Measure growth of environmental businesses in Manly via regular surveys.	LS	70%	Number of volunteer hours: 1415	

Environment

Goals	Strategy	Four Year Plan	One Year Plan	KPI	1st July 2011 to 30th June 2012				
					Responsible Lead Division	% Complete	Progress on KPI		
			1.3.32 Promote eco tourism; and	1.3.32.1 Promote awareness of Manly via network of Environment Centres websites.	Working more closely with Environment communities.	LS	50%	Started network of Environment Centres.	
			1.3.33 Promote MEC's role in addressing Climate Change issues in Manly.	1.3.33.1 Working with local stakeholders - local precincts, NGOs and community representatives in the promotion of Manly conference.		LS	70%	Working with climate groups on joint event.	
2	Create liveable neighbourhoods and more affordable housing choices by better managing population growth	2.1 Work in partnership with the community to better plan new and existing development of the built and natural environment	2.1.1 Refining & improving local character and built environment through the provision of Council urban design and planning services statutory requirements including:	2.1.1.1 Strategic land use planning services Statutory requirements.	Delivery of LEP to meet DOP requirements.	LS	100%	LEP to Council for adoption July 2012.	
			2.1.2 Compliance with NSW planning legislation.	2.1.2.1 Finalise comprehensive LEP, DCP and other plans.	Refining and development of new comprehensive LEP and CDPs to meet local & community planning requirements.	LS	100%	DEP to Council for adoption July 2012.	
			2.1.3 Provision and preparation of Environmental Planning instruments (EPIs), Strategic Land Use Planning advice and development plans (LEP, DCPs, etc).	2.1.3.1 Arrange and manage public exhibition of EPI's and address submissions.	Delivery of planning instruments in accordance with agreed schedule.	LS	100%	Completed.	
			2.1.4 Provision of strategic planning advice internally.	2.1.4.1 Consideration of the planning implications of the Metropolitan Strategy, draft North East Sub-regional Strategy, and the 2008 SHOROC sub-regional Employment Strategy.	Planning advices provided within timelines.	LS	100%	Submissions forwarded to DoP when required.	
				2.1.4.2 Maintenance and review of delivery of s149 planning certificates.	Certificates delivered within 3-5 days of applications being submitted to Council.	LS	100%	KPI achieved.	
2	Create liveable neighbourhoods and more affordable housing choices by better managing population growth (cont'd)	2.1 Work in partnership with the community to better plan new and existing development of the built and natural environment (cont'd)	2.1.4 Provision of strategic planning advice internally (cont'd).	2.1.4.3 Provide internal advice to Council's Development Assessment planners.	Planning advices provided within timelines.	LS	100%	Advice provided within timelines.	
				2.1.4.4 Provide internal advice, research and investigation on strategic land use planning matters such as Part 5.	External grant applications applied for relevant projects that meet criteria.	LS	100%	Completed when required.	
				2.1.4.5 Participation and advice as part of the Foreshore Advisory Committee established under SREP Sydney Harbour and advice to Council's Development Assessment Branch.	Represent land use planning interests on behalf of Manly community with NSW agencies as required (no of inquiries, submissions p/a).	LS	100%	Representatives at all meetings.	
				2.1.4.6 Provision of planning advice to progress the delivery of Council community infrastructure improvements and projects for reserves:	Correspondence is prepared and issued within agreed timelines and Council standards.	LS	100%	Timelines on advice generally on time.	
				2.1.5 Non statutory Landuse Planning Actions.	2.1.5.1 Completion of non statutory actions as approved by Council e.g. Strategic plans, coastline plans and heritage plans.	Reporting non statutory actions undertaken per quarter.	LS	100%	The plans completed on time.
				2.1.6 Develop and implement Masterplans for major projects.	2.1.6.1 Progress <i>Manly2015</i> as part of a multi disciplinary internal team.	Manly CBD Master Plan adopted by Council and implementation progressed.	Strategy	ongoing	Progress changes to images for Masterplan exhibition.
				2.1.7 Develop and implement Plans of Management for Community Lands.	2.1.7.1 Progress implementation Plans of Management e.g. LM Graham Reserve and Tania Park.	Priority actions implemented.	LS	ongoing (100% for 2011/12)	Progress made on Tania Park formalisation of carpark.
				2.1.8 Upgrade reserves, town centres and urban and community infrastructure.	2.1.8.1 Submissions on State land use and environmental planning policies as required.	Planning advices provided within timelines.	LS	100%	Provided when required.
			2.1.8.2 Preparation of documents and reports to accompany Council capital works.		Planning advices provided within timelines.	LS	100%	When required.	
			2.1.9 Work with the NSW government to ensure public benefits from future development of former Seaforth TAFE site.	2.1.9.1 Communicating general planning policy to stakeholders, including within Council and community;	Listing activities undertaken on a quarterly basis.	LS	100%	Updates to Council.	
				2.1.9.2 Preparation of Grant applications.	Grants achieved to assist planning and heritage.	LS	100%	When required.	

Environment

Goals		Strategy		Four Year Plan		One Year Plan		KPI		1st July 2011 to 30th June 2012		
										Responsible Lead Division	% Complete	Progress on KPI
				2.1.10	Heritage Planning by providing a strategic approach to dealing with all types of heritage in Manly including built, natural, Aboriginal, maritime, parks and gardens and moveable heritage, especially:	2.1.10.1	Heritage Planning by providing a strategic approach to dealing with all types of heritage in Manly including built, natural, Aboriginal, maritime, parks and gardens and moveable heritage, especially:	Provision of timely advice on heritage matters.	LS	100%	Timelines met.	
					Statutory planning requirements are adhered to.		Statutory requirements: Completion of all statutory land use requirements outlined by the Department of Planning or as resolved by Council.	Management of bi-monthly Heritage Committee, including report preparation and monitor outcome.	LS	100%	Meetings and agendas prepared by Staff.	
				a	Identification and protection of Manly's heritage items.	a	Review and update existing heritage inventory sheets.	Heritage input to LEP and DCP planning as required on time.	LS	100%	Heritage sheets are up to date.	
				b	Develop, update and review of heritage controls.	b	Provision of heritage advice on development proposals.	Provision of heritage advice.	LS	100%	Advice provided.	
				c	Manage Council's Heritage Committee.	c	Provide support for the Aboriginal Heritage Office.	Provision of heritage advice.	LS	100%	Council attends all meetings.	
				d	Assume responsibility for the Manly Cenotaph.	d	Completion and implementation of Manly Comprehensive Heritage Review recommendations.	Completion and implementation of Manly Comprehensive Heritage Review recommendations.	LS		NA yet commenced.	
				e	Reporting on heritage maintenance and protection.	e	Management of Council's Local Heritage grants program.	Grants achieved to assist planning and heritage.	LS	100%	All grants have been provided to applicants.	
				f	Development of education programs for locals and visitors to better understand Manly's environmental heritage.	f	Support and coordinate the activities of the Aboriginal Heritage Office.	Activities listed via AHO annual report process.	LS	100%	All activities supported.	
				g	Infrastructure improvements to protect Manly's heritage	g	Reports to Council on heritage matters.	Reports to Council on heritage matters.	LS	100%	All Committee minutes endorsed by Council.	
2	Create liveable neighbourhoods and more affordable housing choices by better managing population growth (cont'd)	2.1	Work in partnership with the community to better plan new and existing development of the built and natural environment (cont'd)	h	Development of new communication strategies regarding Manly's heritage.	h	Reports to Council on heritage matters.	Reports to Council on heritage matters.	LS	100%	Through Heritage Committee.	
				i	Continued heritage advice on Manly Cemetery maintenance activities including:	i	Continued heritage advice on Manly Cemetery maintenance activities including:	Provision of heritage advice.	LS	100%	Advice provided through Heritage Committee.	
				j	Provide security measures to prevent vandalism.	j	Manage conservation program.	Provision of heritage advice.	LS	100%	Managed by Heritage Officer.	
				k	Provision of funding to implement maintenance and restoration of graves as identified in the Cemetery Conservation Management Plan.	k	Progress the restoration of grave sites on the Iconic Graves List in consultation with the Heritage Committee.	Provision of heritage advice.	LS	100%	Through Heritage Committee.	
				2.1.11	Provision of design and specifications for Council architectural and landscape projects as required. Design of street scape plantings and playgrounds.	2.1.11.1	Preparation of designs, consultation and approval of construction.	Design advices provided within timelines.	CUS	ongoing	Improvement in local playgrounds and plantings also detailed in social initiatives.	
						2.1.11.2	Provision of designs, plans and specifications to for urban public domain and community infrastructure improvement projects as required.	Design advices provided within timelines.	CUS	ongoing	Improvement in local playgrounds and plantings also detailed in social initiatives.	
				2.1.12	Maintain Corporate Geographic Information System (GIS) and Land Information Systems (LIS) services.	2.1.12.1	Ensure that the GIS is available to staff to assist Council business and customer service functions.	GIS advice within timelines.	CUS	100%	GIS staff available to assist all staff, and GIS software available to appropriately trained staff.	

Environment

Goals		Strategy	Four Year Plan	One Year Plan	KPI	1st July 2011 to 30th June 2012				
						Responsible Lead Division	% Complete	Progress on KPI		
			Link disparate databases and datasets relating to Manly's natural resources (e.g. groundwater, acid sulphate soils, biodiversity, geodiversity, coastlines) via geographic location using GIS.	2.1.12.2	Compile a comprehensive list of existing databases and datasets, and identify additional data required e.g. location and list of threatened species in LGA.	List of existing databases and additional data compiled.	CUS	15%	Plan has commenced. The new layer will be created based on the available information of the threatened species within Manly LGA. In consultation with Natural Resources branch.	
			Continued Council regulation of development in accordance with sound and consistent local planning controls.	2.1.13.1	Continued provision of Building Compliance services.	Number of mandatory building inspections (p/a).	LS	100%	All inspections carried out when Council PCA.	
				a	Assess and approve development.	Number of Construction Certificates (p/a).	LS	100%	Construction Certificates issued within 10 days.	
				b	Review of DA approval process.	Manage safety complaints (number p/a).	LS	100%	Review carried out annually.	
				c	Provide comments for Development Application Proposals	Manage Cooling Tower complaints.	LS	100%	All complaints inspected.	
				d	Building Compliance & complaints and illegal use.	Water quality testing of public swimming pools (number p/a).	LS	100%	Testing every week in summer months.	
				e	Swimming Pool Compliance & Fire Safety.	Customer requests investigated.	LS	100%	All complaints investigated.	
				f	Manage Trust Fund Deposits.	Number of notices and orders issued.	LS	100%	Refunds of trusts within 20 days.	
				g	Provide Advisory Service	Number of customer requests investigated.	LS	100%	Pre-lodgement service provided.	
				Continued Council regulation of Environmental Health Services in accordance with the local, state and national legislation.	2.1.14.1	Continued Environmental Health (EH) services:	Conduct Environmental Health inspections and audits of local businesses in relation to food preparation and skin penetration (number p/a).	LS	100%	All restaurants inspected twice a year.
			2.1.14.2		Conduct Public health inspections.	Completion of annual EH inspections.	LS	100%	Completed.	
			2.1.14.3		Compliance with NSW Food Safety standards.	Monitor ocean and harbor water quality.	LS	100%	Tested every week in summer.	
			2.1.14.4		Regulation and pollution prevention programs relating to air, water and noise.	Number of customer requests investigated.	LS	100%	All complaints investigated on an ongoing basis.	
			2.1.14.5		Implement Manly Starfish Rating Program for restaurants.	Report on programme quarterly.	LS	100%	Issued every year.	
			2.1.14.6		Provide comments for Development Application proposals.	Report quarterly.	LS	100%	Comments provided on time.	
			2.1.14.7		Conduct Food Handling Seminars.	Report quarterly.	LS	100%	6 times / year.	
			2.1.14.8		Acoustic testing as required for Environmental related noise complaints.	Report quarterly.	LS	100%	All complaints investigated.	
2	Create liveable neighbourhoods and more affordable housing choices by better managing	2.1	Work in partnership with the community to better plan new and existing development of the built and natural environment (cont'd)	2.1.15	Continued Development Services and Assessment and Control services.	2.1.15.1	Assessment and review of all development applications received by Council in accordance with State legislation, Planning Instruments, current Council plans and policies.	LS	100%	438 DAs assessed from 1/7/11 - 30/06/12.
			a		Provide advice to customers (applicants, property owners, residents) relating to development.	2.1.15.2	Update systems to incorporate changes in legislation and Environmental Planning Instruments	LS	100%	Average 64.79 days for year 11/12.

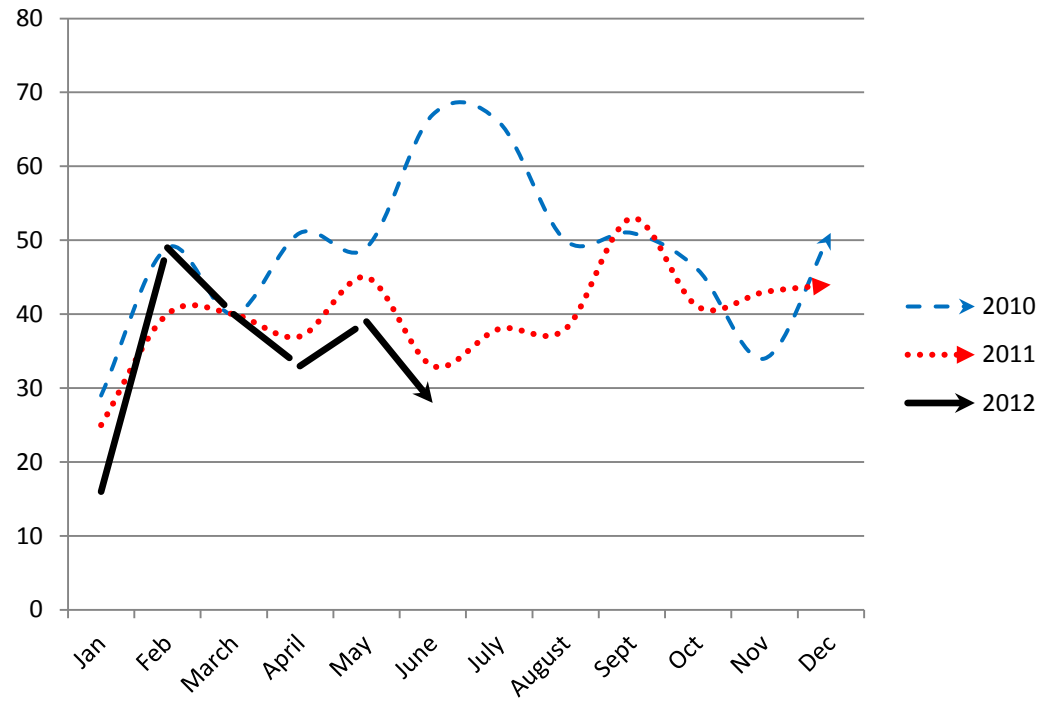
Environment

Goals		Strategy		Four Year Plan		One Year Plan		KPI		1st July 2011 to 30th June 2012		
										Responsible Lead Division	% Complete	Progress on KPI
population growth (cont'd)				b	Promote appropriate development in accordance with legislation, Council Policies and Plans.	2.1.15.3	Update systems and implement New Manly Local Environmental Plan and Development Control Plan.	Value of development proposals.	LS	100%	Development Value \$98,328,984 for year 11/12.	
				c	Provide information and advice to stakeholders during the assessment period.	2.1.15.4	Update system to incorporate changes in legislation and Environmental Planning Instruments.	Number of Pre-lodgement meetings held.	LS	100%	Approximately 3 meetings per week.	
				d	Achieve a balanced outcome that benefits residents whilst maintaining the quality of the natural and built environments.			Percentage of determinations subject of appeal to Land and Environment Court.	LS	100%	Approximately 3% of DAs were submitted to LEC.	
				e	Protect the public interest with respect to development.			Percentage of appeals dismissed.	LS	100%	Approximately 10% of DA appeals were dismissed.	
3	Reduce green house gas emissions in the Manly area	3.1	Work in partnership with key stakeholders to improve Manly's ability to adapt and respond to climate change	3.1.1	Implement mitigation and adaptation measures identified in Council's Carbon Emissions Reduction Plan (CERP) and Climate Change Adaptation Action Plan.	3.1.1.1	Finalisation of the Climate Change Adaptation Action Plan (CCAAP) and Carbon Emissions Reduction Plans for Council and the community.	Completion of CCAAP and Carbon Emission Reduction Plans.	LS	60%	Responsibility of Environmental Planner (vacant since April 2011). Limited progress made.	
						3.1.1.2	Identify and commence implementation of priority actions in the CCAAP and CERP.	Progress towards implementation of the Council CERP, the Manly Community CERP and the Manly CCAAP (once finalised), progress towards Council's carbon emission reduction targets.	LS	35%	Priority actions implemented in Draft CCAAP, funding application submitted (not successful) for implementation of priority actions in the Corporate CERP. Installation of 9.9kW solar PV system on Town Hall.	
						3.1.1.3	Continue partnerships with the SCCG, LGSA and universities which seek to provide Council with best practice management responses to climate change.	Partnerships with and support provided to SCCG, universities etc continued.	LS	100%	Students from university are encouraged to study at Council.	
4	A clean Manly with zero waste	4.1	Work in partnership with the community to minimise waste & undertake public cleansing programs	4.1.1	Continued waste and cleansing programs such as:	4.1.1.1	Managed waste services continued, such as:	Continued management of Waste Services:				
				4.1.2	Waste Avoidance program by reducing material entering the waste stream, including increases in diversion rates.	4.1.2.1	Domestic garbage collection.	Garbage and recycling rates kg/capita/annum (KCA).	LS	100%	6,937 tonnes garbage collected equating to 162 KG per capita for the quarter.	
				4.1.3	Cleaning public places, facilities, parklands, beaches, road reserves and stormwater catchments.	4.1.3.1	Putrescible waste kerbside collection service.	Monitoring to reduce putrescible waste.	LS	100%	Domestic waste continued by day labour.	
				4.1.4	Extending the range of recyclable materials suitable for collection within Council services.	4.1.4.1	Vegetation, paper and container recycling and kerbside collection service.	Report quarterly.	LS	100%	2,018 tonnes mixed container recycled collected.	
				4.1.5	Pursue partnerships to facilitate regional and SHOROC-wide common waste collection systems.	4.1.5.1	Introduce a green waste collection bin to all residents.	Financial viability reports.	LS	100%	Green waste bins budgeted for Multi Unit dwellings in 2012/13.	
				4.1.6	Undertaking Community and Environmental Partnerships to increase composting by residents, and educate and implement sustainability programs.	4.1.6.1	Compost bins and worm farms available at cost price to residents. Composting and Worm Farming Made Easy Workshops to be held as part of Councils sustainable living workshops.	Commercial garbage collected. Number of Compost / Worm Farms sold, number of participants at worm farm & composting workshops	LS	100%	48 people attended worm farm & compost workshops, each participant received a free compost bin or worm farm. In addition 15 worm farms and 41 compost bins were sold.	

Environment

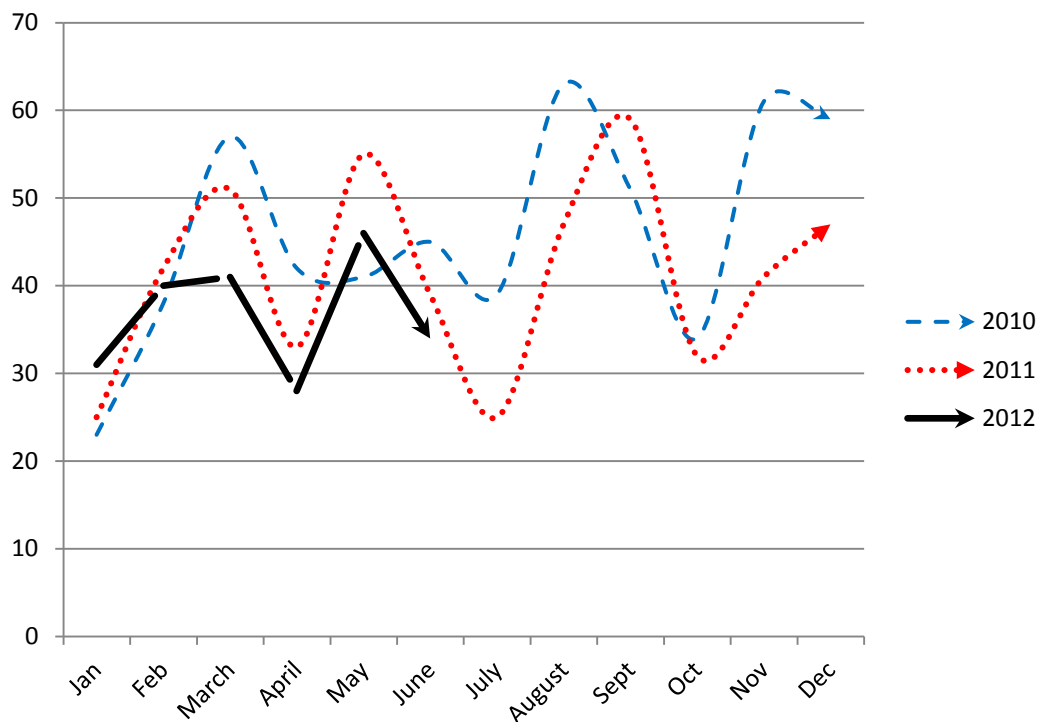
Goals	Strategy	Four Year Plan	One Year Plan	KPI	1st July 2011 to 30th June 2012			
					Responsible Lead Division	% Complete	Progress on KPI	
4 A clean Manly with zero waste (cont'd)	4.1 Work in partnership with the community to minimise waste & undertake public cleansing programs (cont'd)	4.1.7 Educating residents, schools, businesses, industry and visitors about waste minimisation.	4.1.7.1	E-waste kerbside pickup and E-waste initiatives.	Tonnes green waste collected; E waste collected; diversion rates from landfill.	LS	100%	40 tonnes Ewaste per collection. Second collection late April.
			4.1.7.2	Cleansing Services continued such as:				
			4.1.7.3	Beach Cleaning.	Clean Beaches awards.	LS	100%	Cleaned daily.
			4.1.7.4	Street Sweeping.	Street sweeping litres collected.	LS	100%	All streets swept.
			4.1.7.5	Public Toilet Cleaning.	Reduced unit/costs.	LS	100%	Cleaned daily.
			4.1.7.6	Facilities Cleaning.	Reduction in accidents.	LS	100%	No accidents reported.
			4.1.7.7	Reserve Cleaning.	Report quarterly.	LS	100%	All reserves cleaned 7 days per week.
			4.1.7.8	Public Place Cleaning.	Report quarterly.	LS	100%	All areas swept and cleaned 7 days per week.

Environment 2.1.15.2
Number of DAs submitted



COMMENT: DA numbers decreased by 13.5% for 2011/12 compared to the previous year.

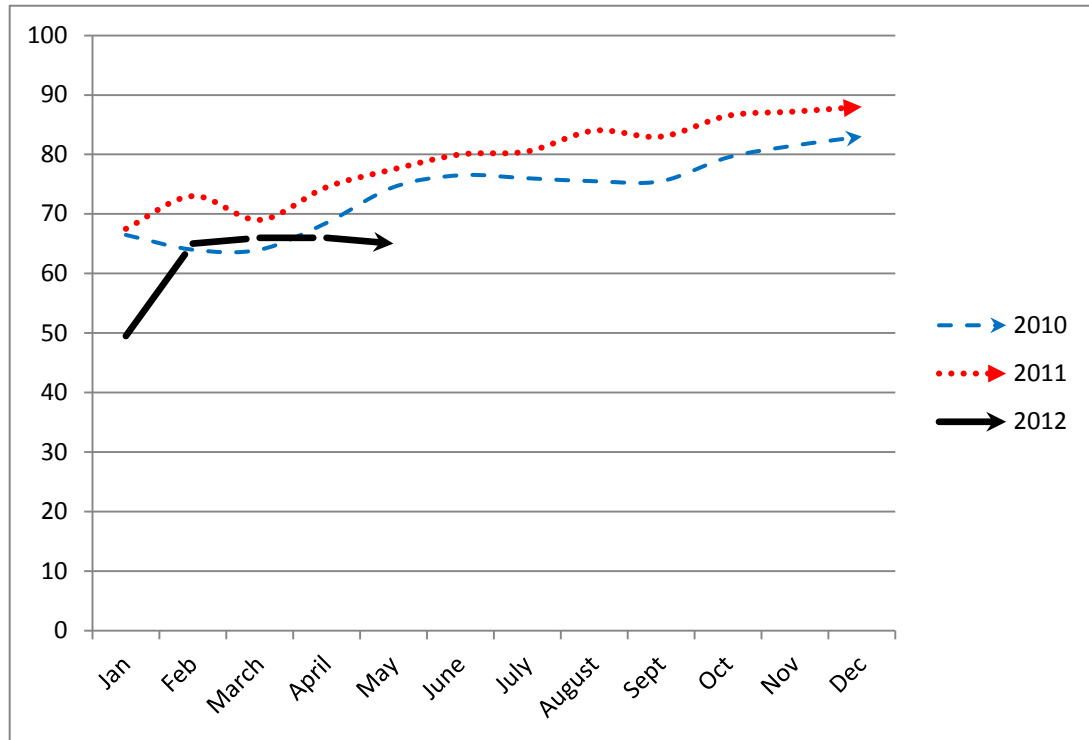
Environment 2.1.15.1
Number of DAs determined



COMMENT: Determinations decreased by 14.3% compared to 2010/11.

Environment 2.1.15.2

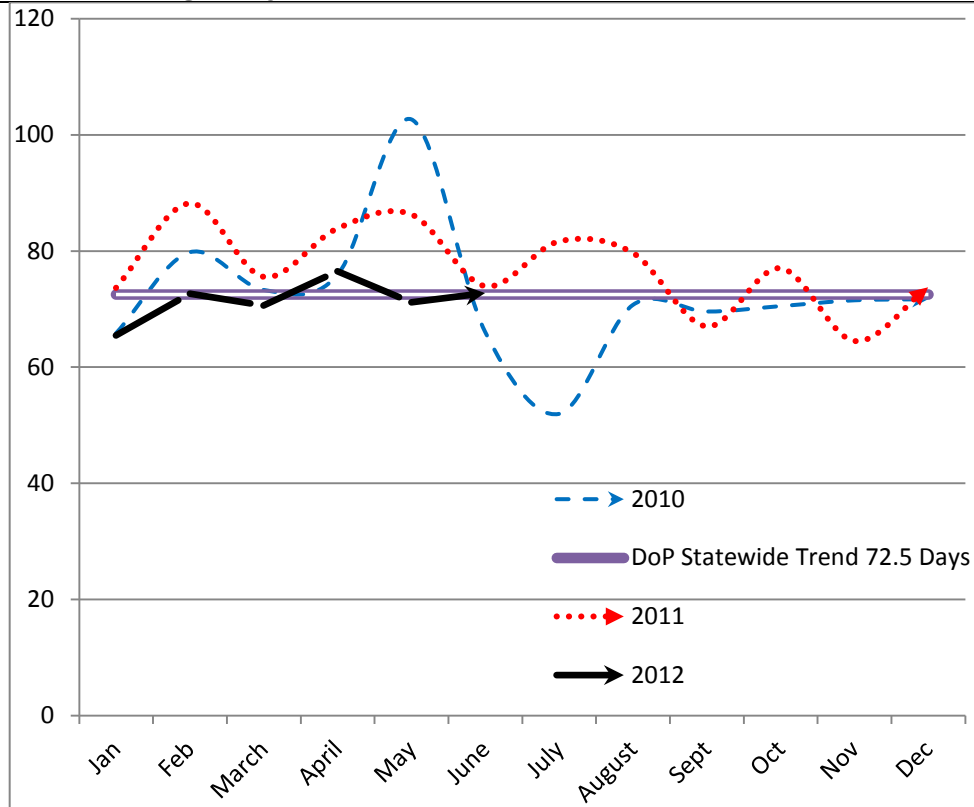
Year To Date Median days turnaround time of a DA



COMMENT: Median days remained constant compared to 2010/11.

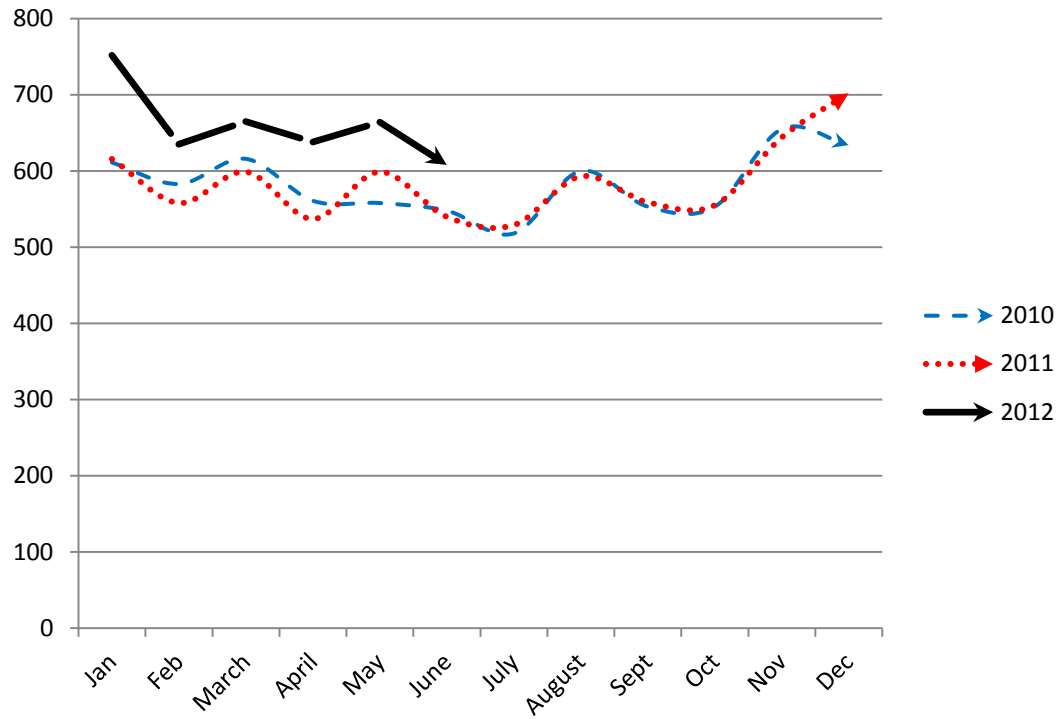
Environment 2.1.15.2

Mean (Average) days turnaround time of a DA



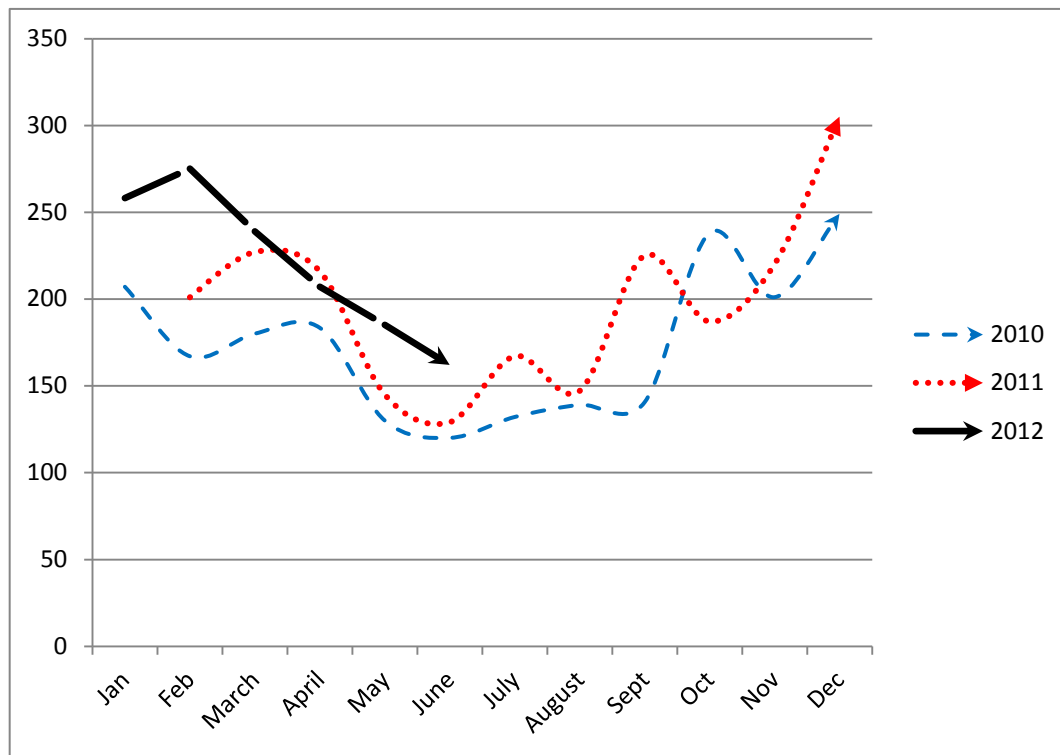
COMMENT: Slight decrease compared to 2010/11 (71.34 days).

**Environment 4.1.2.1
Tonnes of domestic garbage collected**



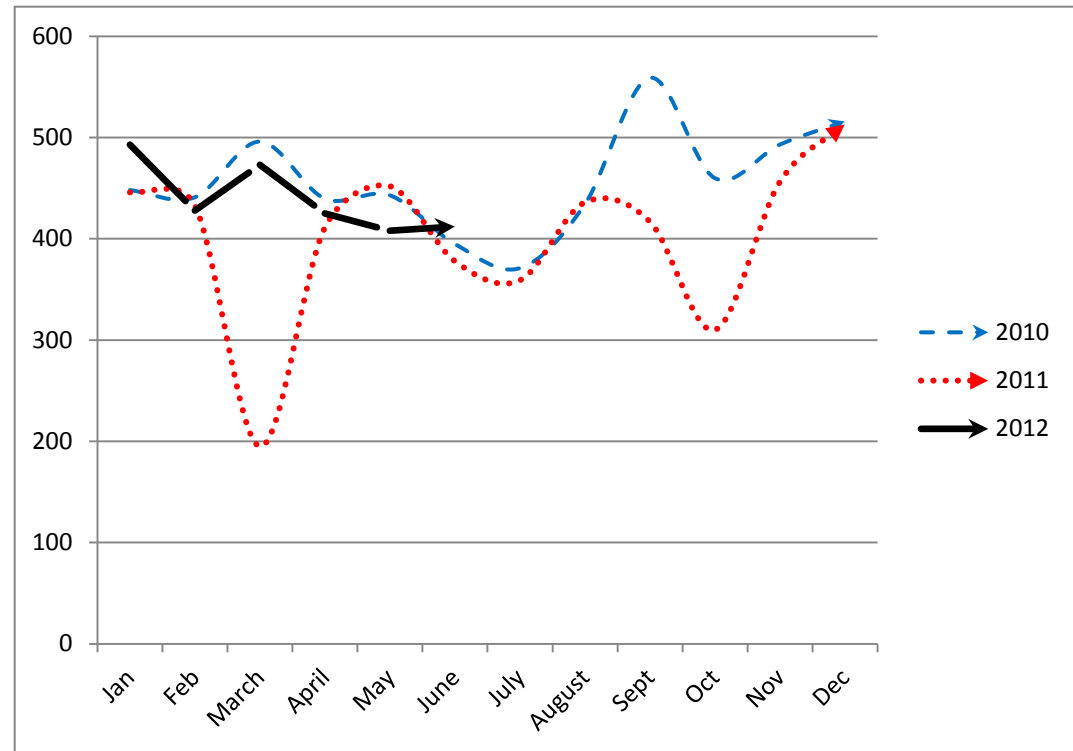
COMMENT: Additional 584 tonnes (equating to an increase of 7.74%) collected in 2011/12 compared to 2010/11.

**Environment 4.1.3.1
Tonnes of green waste collected**



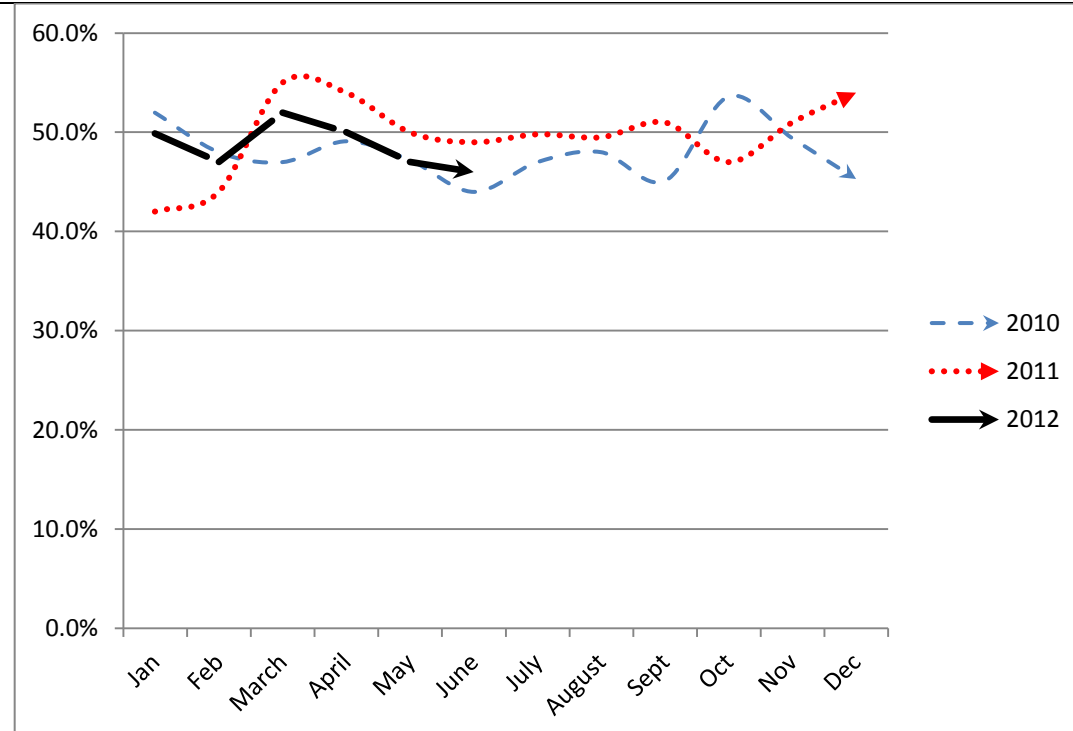
COMMENT: Increase of 13% (equating to 334 tonnes) in collection of Greenwaste collected during 2011/12.

**Environment 4.1.4.1
Tonnes of domestic recycling collected**



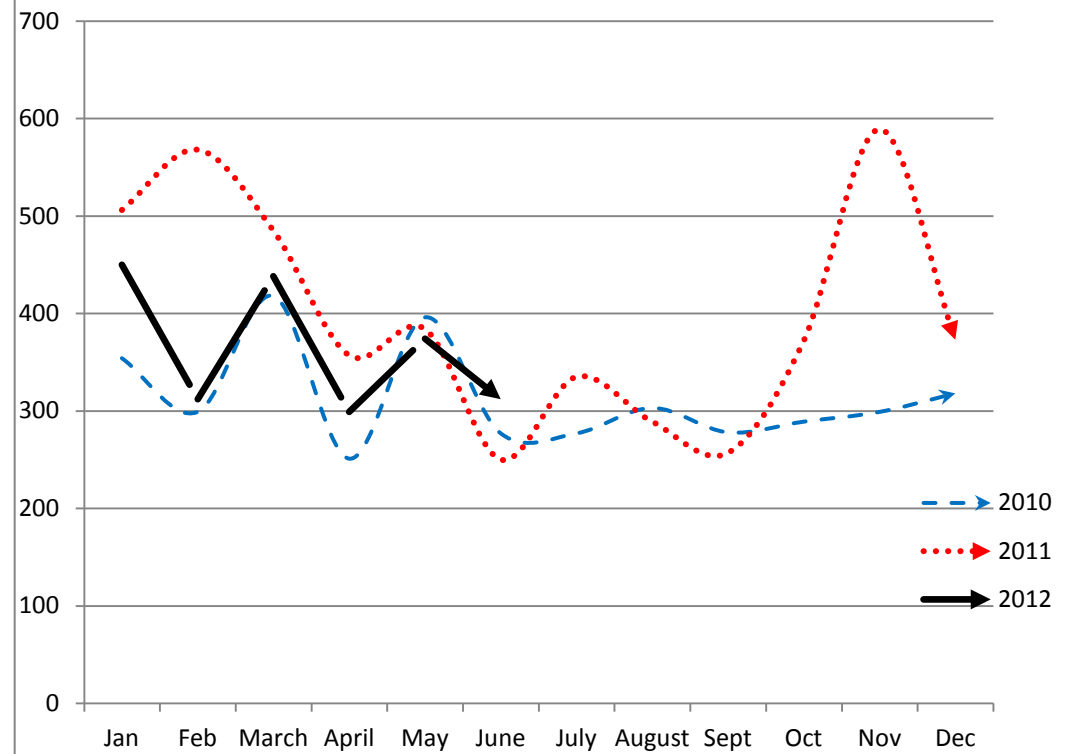
COMMENT: Decrease of 3.3% (equating to 176 tonnes) in recycling collected in 2011/12 compared to 2010/11.

**Environment 4.1.7.1
Landfill diversion rate**



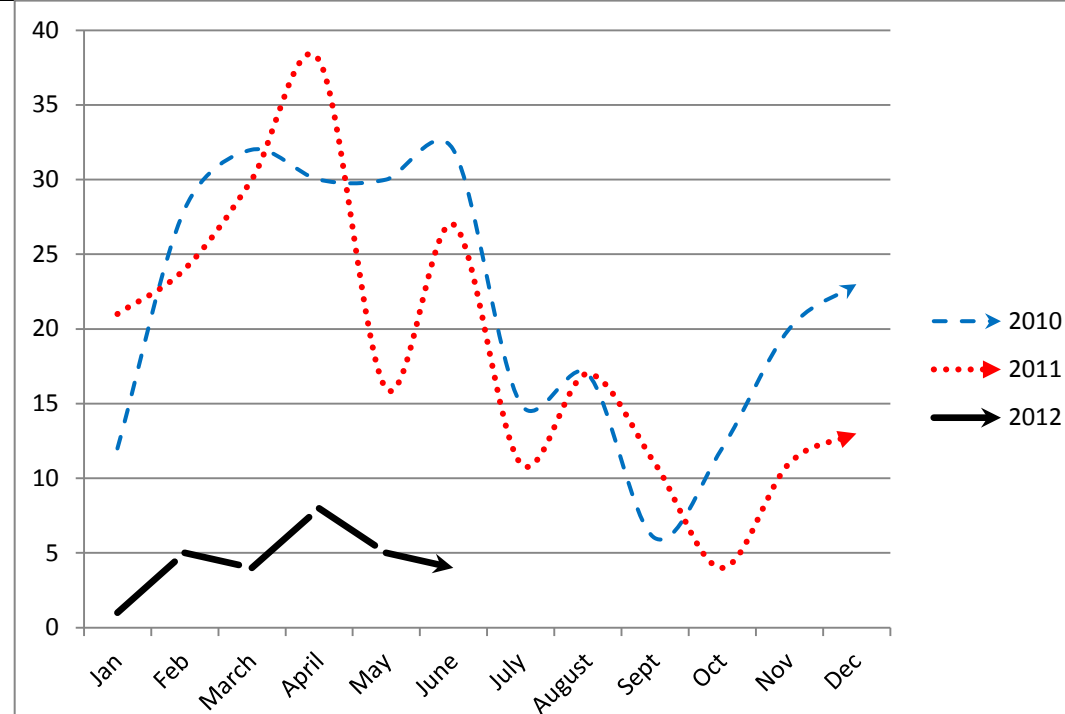
COMMENT: Slight decrease in diversion rates in 2011/12 from 52% to 50.5%

**Environment 4.1.7.4
Street sweeping – litres collected**



COMMENT: Street sweeping litres collected have increased slightly in 2011/12.

**Environment 2.1.13.1
Number of regulatory and compliance Notices and Orders issued**



COMMENT: Decrease in Orders issued due to unauthorised works procedure introduced.



MANLY COMMUNITY STRATEGIC PLAN BEYOND 2021

O Governance

Section 5 Governance

Governance achievements

There have been continuous progress with improvements to legal governance and reporting systems policies and procedures.

Computer systems have been upgraded via the installation of a new Electronic Document Management System (HP - TRIM). Continued recruitment of staff has been needed to maintain services, although achieving productivity improvements and savings where possible.

Council has continued working with regional stakeholders through SHOROC, and lobbying for improved resources in the Manly area including the development of improved public transport via a rapid bus transit system.

Community engagement and input strategies utilized by Council over this term of Council have included operation of on average 10 of 12 Precincts, 24 Special Purpose Committees and Councils Community Panel. All have been used as consultative mechanisms of this term of Council assisting Council ensure its future strategies are well informed and have input from local community members.

Council established an Internal Audit and Risk Committee over this term of Council which has now been responsible for the conduct of 11 separate internal audits. The program will continue into the future to ensure good governance and internal control mechanisms and business practices are in place across Council.

Please see below the delivery program action matrix giving status for each action listed together with the key performance indicator data for this area.

Governance

Goals	Strategy	Four Year Plan	One Year Plan	KPI	Responsible Lead Division	1st July 2011 to 30th June 2012		
						% Complete	Progress on KPI	
Transparent and accountable decision making	1.1 Provide transparent and accountable corporate governance	1.1.1 Develop and apply effective governance systems for monitoring and evaluating policies and procedures to ensure they are up to date, relevant and effective.	1.1.1.1 Conduct LGMA and ICAC governance health check.	Governance health check and relevant best practice guidelines have been conducted/reviewed.	GMU	99%	Assessments conducted and report prepared, ready for presentation to Executive.	
			1.1.1.2 After 1 year - revise existing governance systems; and provide any relevant training.	Report quarterly.	GMU	0%	Changes will be made 1 year after Health Check completed.	
			1.1.1.3 Review relevant best practice guidelines.	Report quarterly.	GMU	100%	Best practice information reviewed regularly and used to develop recommendations for improvements to systems.	
			1.1.1.4 Develop and apply effective governance systems for monitoring and evaluating policies and procedures.	Governance systems have been developed and implemented for monitoring and evaluating policies and procedure.	GMU	100%	Policy Register reviewed in 2011. Policies added as adopted by Council. A guidance document register has been created and documents are added as created and approved.	
			1.1.1.5 Report on governance systems implemented, policies and procedures reviewed, and updates/revisions made.	Report on actions furnished.	GMU	100%	Information provided to the GM. Recommendations made as improvements identified. All recommendations made are reviewed after implementation to ensure that improvements are having the desired effect.	
		1.1.2 Ensure that Council has access to and use of quality professional advice internally and externally.	1.1.2.1 Develop and apply effective systems for access to and use of internal and external professional advice.	Systems have been developed and implemented for access to and use of internal and external professional advice.	GMU	100%	Procedure for using legal services adopted on 24 June 2011 and revised on 5 December 2011.	
			1.1.2.2 Provision of Legal Services.	Report quarterly.	GMU	100%	Information provided to the GM.	
		1.1.3 Transitioning Council to an Integrated Strategic Planning framework and reporting systems within Council business and service delivery units that align the Community strategic plan, Delivery Program and Operational Plan.	1.1.3.1 Manage IPR documents and plans to produce Quarterly updates to Councillors on Delivery Program 4 year actions and 1 year Operational Plan actions and Key performance indicators.	Monitoring the achievement of 10 year Community Strategic Plan strategies.	Strategy	ongoing	Review of CSP for End of Term report conducted; Resourcing Strategy updated for amendments to the LTFP as part of the Operational Plan 2012-13.	
				Monitoring and Reporting on the achievement of 4 Year Delivery Plan actions.	Strategy	ongoing	Review of Delivery Program undertaken as part of preparation of Operational Plan 2012-13.	
				Monitoring and Reporting on the achievement of 1 year operational plan actions.	Strategy	ongoing	Preparation of the Operational Plan 2012-13 completed, publicly exhibited (to 25/5/12), and adopted on 4 June 2012.	
		1.2 Continue to meet legal and ethical obligations	1.2.1 Develop and apply governance systems that ensure that Council is meeting its legal and ethical obligations.	1.2.1.1 Implement a legislative compliance process and reporting program.	Systems for detecting fraudulent, dishonest and unethical behaviour have been implemented.	GMU	95%	Fraud Control Policy and Plan drafted and ready for adoption.
				1.2.1.2 After 1 year - implement systems for detecting fraudulent, dishonest and unethical behaviour.	Legislative compliance process and reporting programs have been implemented.	GMU	95%	Systems reviewed, waiting on costing details of electronic system prior to finalising recommendation to Executive.

Governance

Goals	Strategy	Four Year Plan	One Year Plan	KPI	Responsible Lead Division	1st July 2011 to 30th June 2012			
						% Complete	Progress on KPI		
			1.2.1.3 Review relevant best practice guidelines for detecting fraudulent, dishonest and unethical behaviour.	Governance health check and relevant best practice guidelines have been conducted/reviewed.	GMU	99%	Assessments conducted and report prepared, ready for presentation to Executive.		
		1.2.2 Develop and apply governance systems that prevent and detect fraudulent, dishonest and unethical behaviour.	1.2.2.1 Conduct LGMA and ICAC governance health check.	Best practice guidelines for detecting fraudulent, dishonest and unethical behaviour have been reviewed.	GMU	100%	Best practice information reviewed regularly and used to develop recommendations for improvements to systems.		
	1.3 Provide organizational support to Councillors, employees and staff, and information to the community as required	1.3.1 Continued provision of support services to Councillors.	1.3.1.1 Production of Business Papers and Councillor information packages.	Production of Business Papers.	CS	100%	Business Papers and Councillor Information Packages produced and distributed.		
1.3.1.2 Monthly Briefing Report to Councillors.			Production of Monthly Briefing Report to Councillors.	Strategy	75%	Monthly Briefing Reports to Councillors provided.			
1.3.1.3 Manage Corporate Diary and Civic Events.			Management of Corporate Diary and Civic Events.	CS	100%	Corporate Diary produced weekly.			
1.3.1.4 Ensure that Council Chambers and meeting areas are serviced.			Provision of Councillor information packages.	HSF	100%	Chamber services have hosted the following functions and business meetings in The Cove & The Councillors Room and in the Main Chambers: <ul style="list-style-type: none"> • 113 x Committee meetings • 201 x Meetings eg., staff training sessions, interviews, staff meetings • 82 x functions, including offsite functions • 18 x Council Meetings / Council Workshops • 48 x Citizenship Ceremonies Special Functions/Events, including Overseas Guests. All meetings, events, functions have been well administered and serviced through the staffing and planning undertaken in this area.			
1.3.2 Access by the community to Council reports and information.			1.3.2.1 Manage Council meetings.	Action items arising out of Council meetings carried out within agreed timeframe.	CS	100%	All action items monitored and carried out within acceptable timeframes.		
			1.3.2.2 General promotion of Council services and activities.	Production and public availability of Business Papers and Minutes to deadline.	CS	100%	Agendas and Minutes produced and placed on web COB Thursday.		
1.3.4 Manage Council's records in accordance with the State Records requirements.			1.3.4.1 Continue to maintain comprehensive records systems for Council's records.	Records systems are up to date and comprehensive.	CS	100%	Council has installed a new Electronic Document Management System which went live in January 2012. Data from previous system has been successfully migrated into the new system as legacy data. Staff training and updates continues.		
1.3.5 Network and technical infrastructure has the capacity to support the increasing demand.			1.3.5.1 Upgrades to core business software to improve the effectiveness and efficiency for the delivery of (TI) services.	Upgrades delivered.	CS	85%	Final stage of records migration to decommission Council's Lotus system.		
Transparent and accountable decision making			1.3 Provide organizational support to Councillors, employees and staff, and information to the community as required (cont'd)	1.3.6 Provision of Information Systems that meet business and administrative demands of the Council and optimise access to information systems to meet staff and public requirements.	1.3.6.1 Management and implementation of rollover system for technology infrastructure.	Rollover managed.	CS	100%	Infrastructure rollover completed for this financial year.
					1.3.6.2 Identification and mitigation of risk for Council's technology investments.	Identification of risks.	CS	100%	Risk item review underway for next financial year.

Governance

Goals	Strategy	Four Year Plan		One Year Plan		KPI	Responsible Lead Division	1st July 2011 to 30th June 2012			
								% Complete	Progress on KPI		
(cont'd)	1.4 Maintaining quality customer services and dispute resolution processes	1.4.1	Investigate feasibility for decentralisation of Customer Service Centres – CSC Kiosk in Balgowlah or Seaforth.	1.4.1.1	Nil action (4 year action only).	Nil.	GMU	0%	This item is not progressing as no suitable location currently available.		
		1.4.2	Introduction of Customer Service objectives in all position descriptions and performance reviews.	1.4.2.1	Revise all staff position descriptions and performance review documents to incorporate standard customer service objectives.	New staff PD's to incorporate new customer service objectives. All existing staff position descriptions amended. All performance review documents amended to include customer service objectives.	GMU	10%	Draft document has not been finalised.		
		1.4.3	Upgrade of customer area in Town Hall to provide greater access to Council information.	1.4.3.1	Improved layout of Town Hall foyer brochure stands, seating, displays, computer access, lighting.	Improved customer service facilities.	GMU	60%	Plans for new foyer display and customer computer and reading area prepared. Quotes obtained.		
		1.4.4	Increase online customer payments via Council website.	1.4.4.1	More automated production of 149 (2) and (5) certificates.	149 certificates applications, payments and final certificates produced online via website.	CS	0%	Project deferred given other key priorities such as the implementation of a new Records Management System.		
				1.4.4.2	Investigate feasibility of payment for additional services on line.	Payment of additional services made available online.	CS	100%	Review of feasibility and costing submitted.		
		1.4.5	Responsive customer services to inquiries.	1.4.5.1	Update KMS on intranet.	Provision of more information and services in electronic format and via the website.	GMU	25%	This task is ongoing - Information updated to assist Customer Service Staff and out of hours call centre respond promptly to service requests.		
				1.4.5.2	Review of Customer Service Charter.	Review of charter.	GMU	95%	Draft Charter completed.		
				1.4.5.3	Review of Council's complaint management process.	Number of customer complaints received, actioned satisfactorily within Charter service standard.	GMU	433	All complaints received have been dealt with in accordance with Council's CS Charter and Complaint Policies and Procedures. Continuous improvement opportunities are identified during each complaint process and recommendations made to Executive Management where appropriate. Complainants are kept informed of the progress of their complaint.		
				1.4.5.3	Moment of truth surveys.	Annual Customer Satisfaction benchmarks increasing.	GMU	95% 100%	Draft survey completed. Annual Customer Satisfaction survey completed in November. Results analysed and provided as appropriate.		
						1.4.5.4	Develop New Residents kit.	Report quarterly.	GMU	5%	Draft commenced.
				1.4.5.5	Maintain Companion Animals Register.	Continue to maintain and update register.	CS	100%	Register updated as required.		
		1.5	General communications and promotion of Council services and activities	1.5.1	Graphic design.	1.5.1.1	Design and production of promotional material for a range of Council's projects and initiatives. Production and distribution of Council's Annual Report and other relevant reports as necessary.	Implementation of 12 month and 5 year Communications Strategy.	GMU	100%	Communications Strategy completed and presented to Executive, amendments requested and are being worked through.

Governance

Goals	Strategy	Four Year Plan		One Year Plan		KPI	Responsible Lead Division	1st July 2011 to 30th June 2012		
								% Complete	Progress on KPI	
Transparent and accountable decision making (cont'd)		1.5.2	Media liaison.	1.5.2.1	Liaison with media and the provision of information to various media agencies.	Number of items appearing in media.	GMU	992	Over half of these of these items were in the Manly Daily. The others appeared in a broad spread of local, metropolitan, national, and international and press and radio.	
						Number of media inquiries services.	GMU	230	Inquiries received from various media outlets including online, printed and broadcast media.	
	1.6	Identify and manage risk to Council, take appropriate action to eliminate or minimise Council's risk exposure. Minimise loss to Council by proactive claims management and pursuing recoveries.	1.6.1	Completion of Enterprise Risk Management for whole of Council. Increase awareness to risk or risk avoidance. Completion of HIH recovery and Lehmann's alternative dispute resolution process. Reduction in number and quantum of claims.	1.6.1.1	Finalise climate change adapters plan with assistance of Statewide. Continue process of enterprise risk management. Proactive in-house management of under excess claims. Identification of recovery opportunities.	Completion of Climate Change Action Plan (CCAP). Completion of high level risk assessment. Insurances in place to decrease Council exposure. Reduction in number or quantum of claims. All possible recoveries pursued.	CS	100%	Reduction in claims: 52 claims in 2011/2012; 64 claims in 2010/2012. Risk Register completed and sent to insurer for upload onto RiskeMap.
	1.7	Ensure Council's workforce is recruited, trained, managed and rewarded fairly and equitably	1.7.1	Develop incentives to attract and retain skilled employees.	1.7.1.1	Optimise relationship between pay and performance to increase employee satisfaction with pay.	HR Ratio of acceptance to offers made; & bi-Annual Staff Climate Survey.	CS	100%	132 Offers:126 Accepted
			1.7.2	Provide employees with a voice on workplace matters.	1.7.2.1	Provide a Staff Consultative Committee.	Frequency of Joint Staff Consultative Committee meetings.	CS	100%	6 JCC meetings
			1.7.3	Operation of salary Administration System.	1.7.3.1	Award compliance.	Number of wage-related grievances.	CS	100%	1 (Civil Liability Allowance)
			1.7.4	Increase representation of young persons within workforce.	1.7.4.1	Develop and expand graduate, trainee and apprenticeship program.	Ratio of graduates, trainees & apprentices to employee population.	CS	100%	12 graduates, trainees and apprentices of 378 total employee population (3.17%)
			1.7.5	Manage Corporate Training Program.	1.7.5.1	Individual training and development plans that meets the needs of employees & Council.	Ratio of performance appraisals conducted; and return on investment of learning initiatives.	CS	95%	405 Employees : 400 performance appraisals conducted. No ROI measures in place.
			1.7.6	Workforce planning to retain professional staff.	1.7.6.1	Succession plans developed, and flexible work options provided.	HR plans developed and implemented in all Departments.	CS	75%	HR Plans developed and ongoing liaison with the divisions relating to implementation.
	1.8	Provide a workplace that ensures the health, safety and well-being of employees, workers & volunteers.	1.8.1	Monitor work practices & identify strategies to minimise OH&S risk.	1.8.1.1	Conduct OH&S audit program of work sites.	Number of OH&S incidents, and injury claims.	CS	100%	Incidents: 149; Claims: 42 (31 are LTI Claims); LTI Days: Approx 321.
			1.8.2	Provide a Work/Life Balance Program.	1.8.2.1	Implement staff wellbeing work/life balance program.	Employee usage of work-life programs.	CS	100%	10% of staff participate in work-life programs. 12 month plan being drafted.
			1.8.3	Support injured workers to return to pre-injury duties.	1.8.3.1	Manage the rehabilitation of injured workers.	Claims by age, and cost of claims to Local Government Industry.	CS	100%	19 open claims; 63% over 100 days. Cost of claims YTD \$179,026
	1.9	Workplace diversity is valued and embraced.	1.9.1	Strategies implemented to improve representation of EEO target groups.	1.9.1.1	Monitor representation by EEO categories.	Ratio of EEO target groups to employee population.	CS	100%	217 Survey Respondents of 395 employee population: 1 Aboriginal, Torres Strait Islander; 217 Born Outside of Australia; 67 People of non English speaking background (6% of survey sample); 4% of sample have a disability.

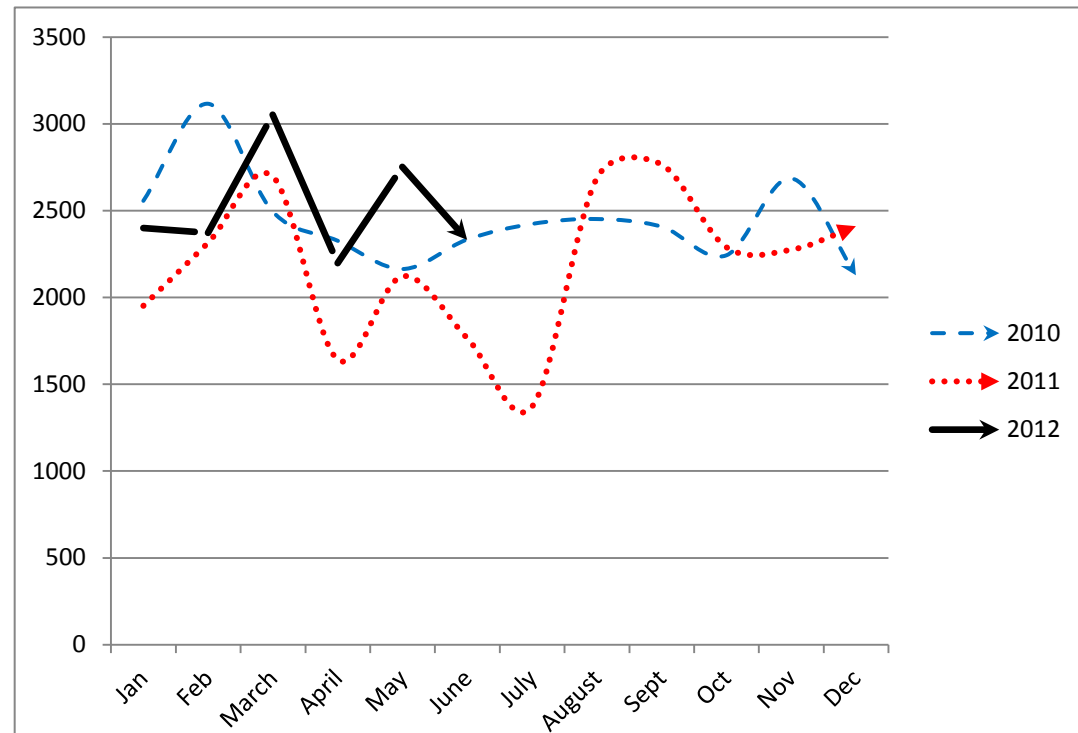
Governance

Goals	Strategy	Four Year Plan	One Year Plan	KPI	Responsible Lead Division	1st July 2011 to 30th June 2012		
						% Complete	Progress on KPI	
			1.9.1.2 Learning opportunities provided to EEO categories.	Ratio of learning opportunities provided to EEO categories, to employee population.	CS	100%	120 training courses were conducted and attended by 1135 staff. The number of training hours completed was 5903.75.	
Work in partnership with the community	2.1 Undertake community engagement activities to work with the community	2.1.1 Strategic development and involvement of Community Panel to assist with community input to decision making.	2.1.1.1 Community Panel working with Council staff and informing key decisions on a quarterly basis.	Community Panel surveys.	Strategy	ongoing	Community Panel Survey tested relevance of current values and satisfaction ratings per area in CSP.	
			2.1.2 Service of Council's Special Purpose Committees and Working Groups.	2.1.2.1 Continuing to service Special Purpose Committees and Working Groups.	Management of membership of committees, attendance register, reporting to Councillors of Minutes and Items for Brief Mention.	CS	75%	Committee membership, attendance, reporting to Councillors of Minutes and Items for Brief Mention kept up to date. Consultative Committees in wind up mode prior to 2012 LG Elections
			2.1.3 Enhance the Precinct Community Forum system, including more strategic engagement.	2.1.3.1 Continued support by Council of precincts.	Servicing Precinct Community Forums, Special Purpose Committees and Working Groups with timely Agendas and Minutes.	LS	ongoing	9 currently operating precincts reconvened in February. Issues raised at monthly meetings and DA comments are documented in minutes and sent to Precinct Coordinator. Staff process responses timely (15 working days in accordance with guidelines) and returned for next precinct meeting. Council events/activities, projects, large developments are provided to precincts for comments or information. Quarterly Precinct Executive Meeting presented Local Historian and other precinct issues. Newsletters and majority of Websites provide local precinct information. Preparation to re-establish Seaforth precinct is being carried out. Training (TAFE Ultimo) on promotion and attracting more residents to be staged in July. 2012/13 Precinct budget bids submitted.
Efficient use of Council's resources	3.1 Deliver clear and concise financial and management reporting	3.1.1 Provide transparent and accountable financial information and reporting.	3.1.1.1 Council's investments reported to Council confirming compliance with investment policies.	Publish agendas on Council's website; Regular community newsletters; Preparation of reports in accordance with DLG and statutory requirements.	CS	100%	Information provided to community via regular Council news page and adverts in the Manly Daily and other appropriate media, as well as via the Council website.	
			3.1.2 Ensure Council meets its fiduciary responsibilities in use of public funds.	3.1.2.1 Annual Financial Reports and Auditors Reports delivered to Division of Local Government and Bureau of Statistics.	Report quarterly. User Charges & Fees to be set comparable with market pricing.	CS	75%	September, December and March 2012 quarterly reports have been submitted to Council per dates recommended by DLG guidelines. Year End Statutory reports due 5 November.
				3.1.2.2 Ensure compliance with Council's taxation obligations.	Annual audit of Council's finances.	CS	75%	Semi annual Audit conducted by External Auditors completed in February 2012. Final Audit to be carried out after Year End in August 2012.

Governance

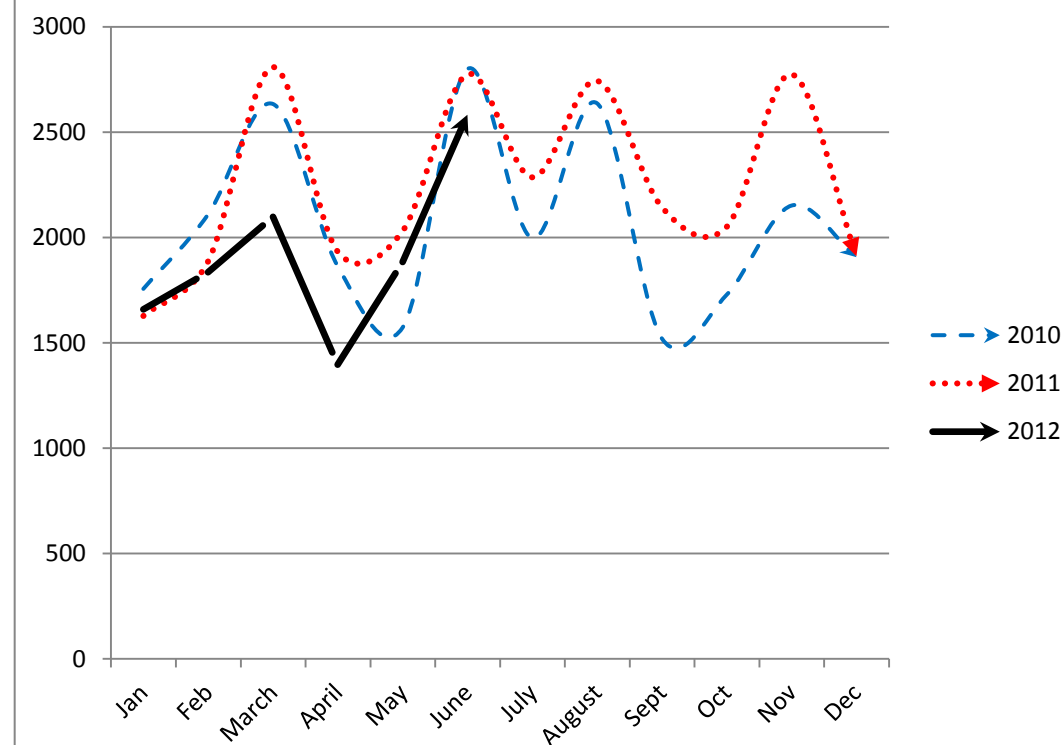
Goals	Strategy	Four Year Plan	One Year Plan	KPI	Responsible Lead Division	1st July 2011 to 30th June 2012		
						% Complete	Progress on KPI	
		3.1.3 Ensure that all statutory financial returns are completed and lodged by due dates.	3.1.3.1 Annual Financial Reports and Auditors Reports delivered to Division of Local Government and Bureau of Statistics.	Annual report to NSW DLG.	CS	100%	2010/2011 Annual Report and State of the Environment Report completed and distributed prior to the Statutory deadline of 30 November 2011. The Audited Financial Report is included in the Annual Report at attachment 3.	
		3.1.4 Completion of statutory requirements in relation to Council's property rates.	3.1.4.1 Ensure the levying and collection of property rating income and maintain Council's property database.	Compare movement in Rates & Annual Charges from previous year.	CS	100%	The comparison is carried out in the process of setting the new year's Budget program.	
			3.1.4.2 Review Council's property portfolio and revenue opportunities.	Asset Management Plan developed.	GMU	ongoing	A properties database of Council's property portfolio is updated on a regular basis and reviewed by management.	
		3.1.5 Development of long term financial plans.	3.1.5.1 Develop long term financial plan that supports investment in infrastructure.	Long term financial plan developed to support current and future infrastructure needs.	CS	100%	Scenario 1 of the second year revised CSP 2021 provides for current and future infrastructure needs.	
		3.1.6 Ensure responsible financial management and governance through an Internal Audit program.	3.1.6.1 Continue to facilitate Internal Audit function.	Audit and Risk Committee meets quarterly. Annual Internal Audit Program devised. Outcomes reported to Council.	CS	100%	Audit and Risk Committee Meetings held as per agreed yearly schedule. Council has an annual Internal Audit Work Plan prepared by Council's Internal Auditor. Minutes can be viewed on Council's website.	
Advocate to State and Federal Governments	4.1 Lobby for more resources and funding of public programs and projects in Manly and regionally	4.1.1 Pursue cost savings and resource sharing through regional procurement initiatives.	4.1.1.1 Participate with SHOROC Procurement Group.	Savings achieved through SHOROC procurement actions.	CS	ongoing	Off Site Tender for Records Storage has been implemented and working relationship progressing well.	
			4.1.2 Working with SHOROC in lobbying for improvements and fundings for transport, health, social services and environmental projects.	4.1.2.1 Refine strategies in working with SHOROC Executive.	Report on achievements gained through SHOROC initiatives.	CS	ongoing	Continued lobbying and work with the Executive of SHOROC and Council regarding regional initiatives and benefits to Manly area.
			4.1.2.2 Participation by relevant senior staff at SHOROC Executive and Regional forums.	Report actions and achievements undertaken quarterly in agreed SHOROC initiatives.	GMU	ongoing	Attendance and input to SHOROC projects continues to be carried out by council staff.	

GOVERNANCE 1.4.3.1
Customer service – calls to switch



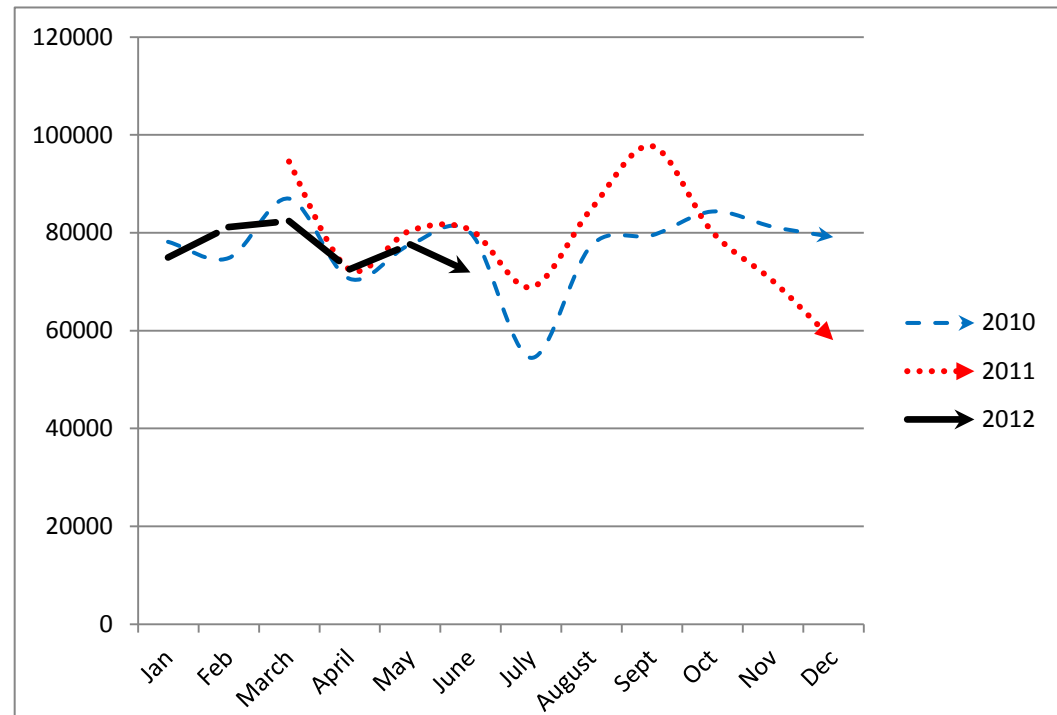
COMMENT: The main Council switchboard has experienced more incoming calls from February to June than in the previous 2 years.

GOVERNANCE 1.4.3.1
Customer service – counter visits



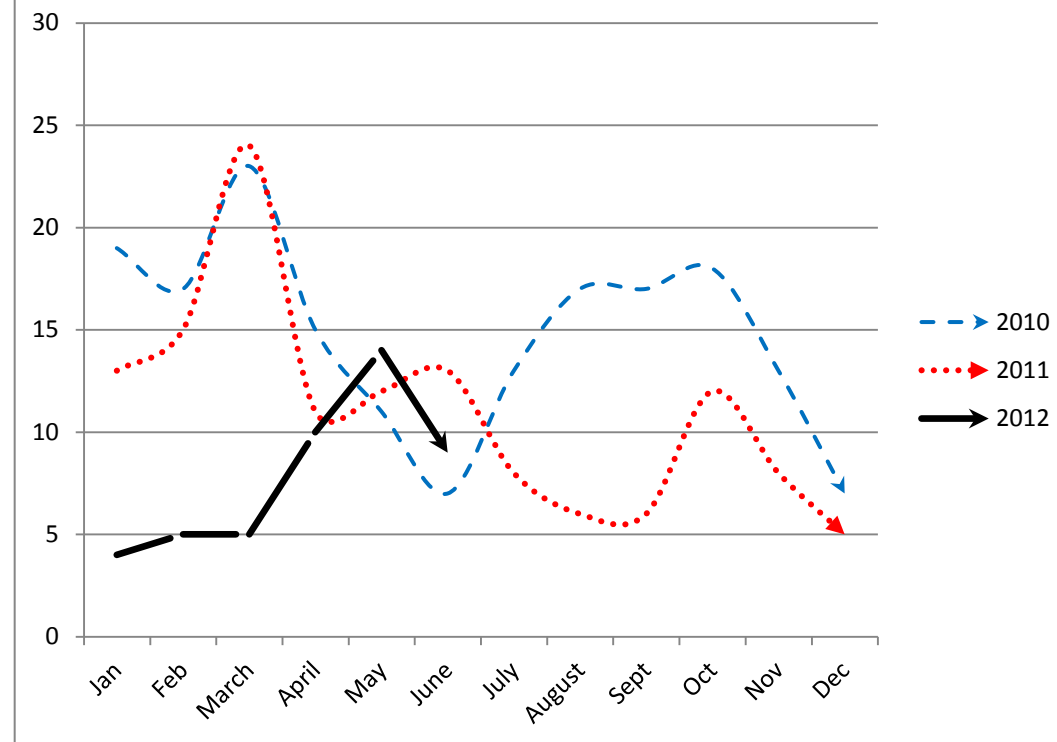
COMMENT: A spike in customers at the customer service counter in Town Hall is possibly due to parking permit renewals for 4 permit areas due by end June.

GOVERNANCE 1.4.5.1
Number of Page Views Manly Council Website



COMMENT: For the Year there was a total of 912,156 Pageviews, which equates to an average of 2.3 Pageviews per visit. Also during the past year there were 191,427 Unique Visitors to Council's website, with 45.4% being new visitors. The average duration per visit was 2minutes 14 seconds.

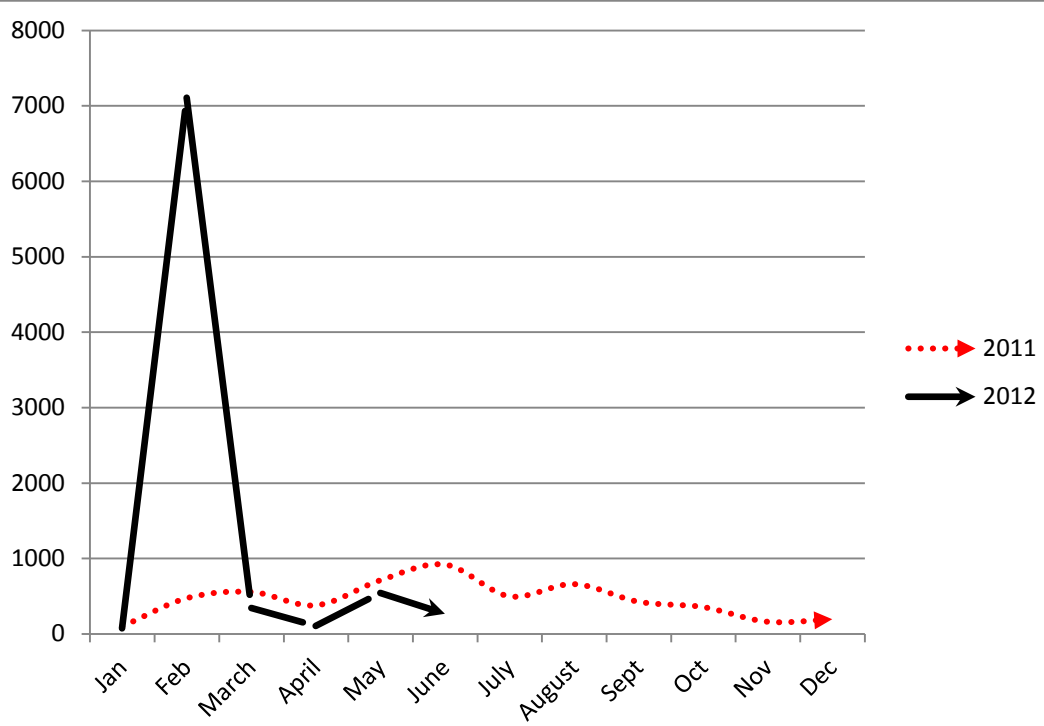
GOVERNANCE 1.5.2.1
Number of media releases issued



COMMENT: The number of releases provided per month reflected the organisations activities. Media releases are an effective communication tool used to promote Council's activities, all releases resulted in the appearance of a media article.

GOVERNANCE 1.7.5.1

Number of staff and managers attending training sessions



COMMENT: Over the past Year there were a variety training programs offered, attended by 950 staff (totalling 10,730 hours) to match the needs of staff as identified in the annual performance, training & development review. The spike in training hours at the start of 2012 reflects the compulsory training associated with the introduction of a new Records Management System across Council.

Section 6 Matters to refer to new Council

Areas for Improvement for new Council consideration

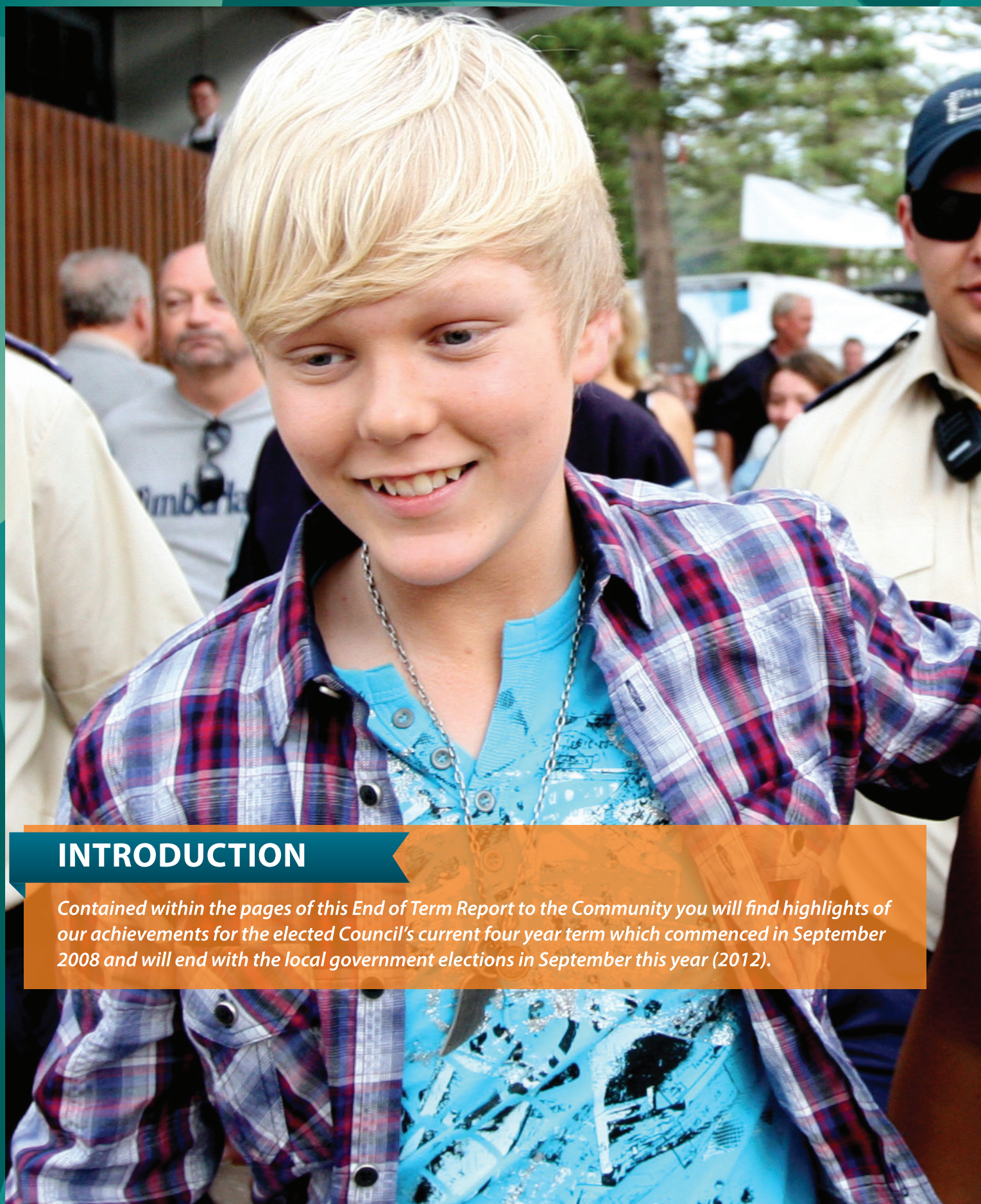
Some of the areas for improvement in future years are noted as follows:

- Continued social, economic, environmental and governance services improvements;
- Divestment of non-essential assets and resources;
- Continued high standards of accountability, reporting and transparency in all aspects of Council's operations and provision of legal responsibilities;
- Continued and improved community communications and engagement;
- Long term financial planning ensures Council's long term financial viability into the future. This includes active consideration of the costs of all Council business activities and major asset acquisitions. As well, that major projects are financially viable in terms of the overall fiscal position of Council.
- Review of the Community Strategic Plan including the Resourcing Strategy with new Council to consider new community priorities and service levels, improved asset management and maintenance, and greater fiscal responsibility and continuous reporting improvements.



END OF TERM REPORT TO THE COMMUNITY

- SEPTEMBER 2008 TO JULY 2012 -



INTRODUCTION

Contained within the pages of this End of Term Report to the Community you will find highlights of our achievements for the elected Council's current four year term which commenced in September 2008 and will end with the local government elections in September this year (2012).



The past four years have been exceptionally active and productive and this Report outlines Council's achievements in terms of the four main strategic directions, being:

**SOCIAL
PRIORITIES**

**ECONOMIC
PRIORITIES**

**ENVIRONMENTAL
PRIORITIES**

**GOVERNANCE
PRIORITIES**

In addition to this Report to the Community, Council has recently published its **End of Term Report**. This statutory document measures Council's achievements against its goals and objectives of our Community Strategic Plan for 2011 - 2021.

A full copy of the statutory **End of Term Report** is available from Council customer service and can be downloaded at www.manly.nsw.gov.au



SOCIAL PRIORITIES

A connected, involved and safe community that cares for Manly's residents and visitors

GOALS:

- improving community safety
- a healthy and active Manly community
- 'liveable' Manly neighbourhoods
- a connected and culturally vibrant Manly, and
- a socially inclusive, equitable and supportive Manly

During the term Council undertook numerous activities aimed addressing community safety issues including adopting and implementing a Crime Prevention Plan 2011-2013 and Community Safety Plan 2012-2015. Both of these activities were undertaken in conjunction with key stakeholders and included developing strategies for late night transport, raising awareness in the community, regulation and enforcement and planning and community engagement.

Council staged many community events with a focus on family friendly entertainment with initiatives such as the "Saturdays at Sunset" concert program and the Friday night World Food Markets. Both programs proved to be popular and provided a sense of community within the Manly CBD area.

In 2010 the Manly Art Gallery and Museum celebrated its 80th year with the exhibition 'Eighty Tales from the Vault'. This popular cultural icon continues to provide an ever changing program of exhibition and events.



During the term a five year playground strategy was adopted. New equipment or refurbished facilities were provided at a number of playground areas across Manly. This included a well deserved re-refresh for one of the busiest, most popular playgrounds in Manly, the Lagoon Park Playground. The upgrade included a special new area for 0-2 year olds, new playground equipment, refurbished swings and additional soft-fall surfaces all of which have enhanced the existing facilities.

In a 'first' for the Northern Beaches, Council created an imaginative new playground at Seaforth Oval. This playground is suited to older children aged from eight to fifteen years. This is just one in a series of Council projects bringing major improvements to the well used recreational ground.



A positive improvement for people with limited mobility who use wheelchairs and scooters, as well as those using prams and bicycles, with the creation of an elevated accessible walkway in the Esplanade / Manly Cove area. This Walkway ensures convenient access to some of Manly's beautiful tourist spots and some of its most popular waterside activities.

Council continued to provide an annual operating subsidy to the Manly Community Centre, as well as grants to local not-for-profit and service organisations in support of a range of community development and welfare programs and cultural activities. Additionally Council began operating new Community Restaurants at Seaforth and Manly, these restaurants are aimed at fostering social inclusion and interaction amongst the elderly in our community.

Sporting and recreational initiatives included the provision of stage one of the Manly Oval spectator seating and adoption of a new master-plan for LM Graham Landscape. Council continued to evaluate and develop infrastructure based on community needs and due to community feedback a new dirt jump bike track at The Grove in Seaforth was created, as well as a new Half Pipe Ramp at Keirle Park Skate Park.

In 2010 Council's Roundhouse Child Care Centre commenced operations in their newly extended premises. This major development costing, \$1.7 million, doubles the number of child care places from 40 children to 80 children and has been well received.

Council's annual program of festivals and events was complemented by The Festival of Surfing and the Australian Open of Surfing in 2012. Manly's long running Food, Wine & Sustainability Festival, Manly Jazz Festival, Manly Arts Festival, ANZAC Day Commemorative Services and Australia Day Celebrations were all well received and attended by members of our community and visitors.

From assisting at the Art Gallery to delivering Meals on Wheels, wonderful work was carried out by our teams of Volunteers and we thank them for their ongoing service to the community and for their 32,000 hours kindly donated to our community.





ECONOMIC PRIORITIES

A viable Manly for work, employment and infrastructure.

GOALS:

- a diversified and balanced Manly economy catering for residents and visitors;
- tourism as a critical part of the local economy;
- a variety of sustainable transport alternatives; and
- improved amenities and physical infrastructure in Manly.

Manly Council completed Stage Four construction works of the \$3,100,000 Manly Ocean Beach Promenade Landscape Improvement Project, the culmination of a ten-year program of landscape improvements alongside the iconic Manly Beach.

Significant capital works projects included the Fairlight Shops Urban Improvement Works, the new playground at Seaforth Oval and the completion of the Kierle Park Sports and Community Amenities Building.

Since 2008, we have completed more than \$7.8 million worth of footpath, road and drainage works, and upgrading of public amenities at East Esplanade, West Esplanade, Queenscliff and North Steyne, Shelly Beach, Fairy Bower and the Ocean Beach.

In June 2012 Council acquired the Seaforth TAFE site from the NSW Government and is currently restoring the site to enable it to be used for a range of community purposes, removing the threat of over-development in the heart of Seaforth and simultaneously providing an historic opportunity to rejuvenate and revitalise Seaforth

We continued our commitment to the Manly Mainstreet program working cooperatively with the Manly Chamber of Commerce, and in partnership with the community to develop strategies to diversify and broaden Manly's economy to better cater for residents and visitors alike.

Over 170 events were hosted by Manly including The Manly Jazz Festival, The Manly Food Wine & Sustainability Festival, The Manly Christmas Choral Concert, the dedication of the Manly-Freshwater World Surfing Reserve, The Australian Open of Surfing, The Cole Classic, The Snowy McAllister Long Board Event along with eight Citizenship Ceremonies, Manly Arts Festival activities and many other draw-card events.





Traffic management and the implementation of local area traffic management plans were a major focus during the term. Working with the broader community, the aim was to improve Manly's regional public transport network, promoting alternative and sustainable transport choices. The Council free 'Hop, Skip and Jump Bus' service continued to be well utilised with a major milestone achieved with the service hosting its one millionth passenger!

During the term Council has continued to work with regional stakeholders through SHOROC, Shore regional organisation of councils, in the lobbying for improved resources in the Manly LGA including the development of improved public transport such as a rapid bus transit system.

Finally, we continued to plan for the future of our community via the development and consultation of the 'Manly 2015' project. This project is aimed at the the revitalisation of the Manly central business district and addresses issues about public safety, street lighting, vandalism and the need for associated public domain improvements in surrounding streets and public places in and around the Manly Corso.





ENVIRONMENTAL PRIORITIES

A sustainable, protected and well managed natural and built Manly

GOALS:

- natural heritage, bushland and biodiversity protected and preserved for future generations
- create liveable neighbourhoods and more affordable housing choices by better managing population growth;
- Reduce greenhouse gas emissions in the Manly area; and
- A clean Manly with zero waste.

Council facilitated a schedule of events, workshops, seminars, and environmental education initiatives such as the popular 'Green Up Your Life' and 'DIG' Manly programs. The aim of these initiatives is to reduce the impact on our natural environment via these informative education programs.

Council's Environmental Levy Program supported a wide variety of initiatives including bush-land restoration works, water saving and catchment management projects (Council's water use has decreased by over 50 percent since 2002). Sustainability initiatives included alternative energy and biodiversity and threatened species management as well as measures to sustain threatened Little Penguin and Long Nose Bandicoot populations.

A new draft Local Environmental Plan and Development Control Plan were developed. Council conducted broad scale consultation and with the NSW Department of Planning's approval these guiding documents will further contribute to the overall protection of the environment, built and natural heritage, while responding to the need for a variety of housing throughout the Manly area.

2,316 Development Applications were assessed during the term. The average time taken to assess each Development Application was 76 days and total development value was \$382 million.

Council commenced implementation of its Carbon Reduction Strategy. Actions undertaken to-date include the installation of a Building Management System (BMS) for Town Hall and Manly Art Gallery & Museum to ensure more efficient operation of the heating, ventilation and air conditioning systems.

In 2009 North Steyne Beach was declared Australia's Cleanest Beach at the 2009 Keep Australia Beautiful Australian Clean Beaches Awards. Apart from winning that overall Australian title, North Steyne was awarded the Keep Australia Beautiful Community Partnership, Environmental Innovation, Energy Conservation and Young Legends awards.

Another important initiative was the establishment of a new company to ensure the commercial viability of Kimbriki Recycling & Waste Disposal Centre to deliver optimal social and environmental benefits to its four shareholding communities, Manly, Mosman, Pittwater and Warringah.

Other noteworthy developments included the grant funding assistance by the NSW State Government in support of a major joint Manly and Warringah Council sediment removal project at Manly Lagoon to improve the Lagoon's water quality and ecology.





GOVERNANCE PRIORITIES

A well-governed Manly with transparent and responsible decision-making in partnership with the community.

GOALS:

- transparent and accountable decision making;
- to work in partnership with the community;
- efficient use of Council's resources; and
- to advocate on behalf of Manly to State and Federal Governments.

There has been continuous progress with improvements to Manly Council's legal governance and reporting systems policies and procedures, including the adoption of new Electronic Document Management computing systems.

Technology continued to be an important tool for Council and in 2010 we updated our website to ensure information is easily accessible and visually appealing.

Community engagement continued to be a high priority with Council adopting a new Community Engagement Policy. For the first time this included the use of online methods of engagement, these along with the more traditional methods have proven vital in assisting the organisation meeting its objectives.

Precinct Community Forums continue to be active and provide important feedback and information on issues. These Forums have given residents an excellent opportunity to interact with others in their local area and have enabled items of local significance as well as those facing the whole Manly area to be addressed.

Additionally, members of the community were able to provide input to Council through the Special Purpose Committees and our Community Panel. These forums have proven to be popular consultative mechanisms to ensure Council and the development of its future strategies are well informed and have input from local community members.



Council established an Internal Audit and Risk Committee over this last term, which has to-date conducted eleven separate internal audits. This assists Council in facilitating good governance and internal control mechanisms and business practices across the organisation.

Council also implemented the new Integrated Planning and Reporting requirements through the development and adoption of the Manly Council's Community Strategic Plan Beyond 2021, which incorporates a Four Year Delivery Program 2011-2015 and a One Year Operational Plan 2012-13. This Integrated Planning, focuses on 1, 4 and 10 year goals and methods to ensure that those goals become the cornerstone of all Council operations.



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(Closed weekends and Public Holidays)

END OF TERM REPORT TO THE COMMUNITY

- SEPTEMBER 2008 TO JULY 2012 -



MANLY COUNCIL'S
ANNUAL REPORT 2011/12

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