

Agenda

Ordinary Meeting

Notice is hereby given that a Ordinary Meeting of Council will be held at Council Chambers, 1 Belgrave Street, Manly, on:

Monday 12 November 2012

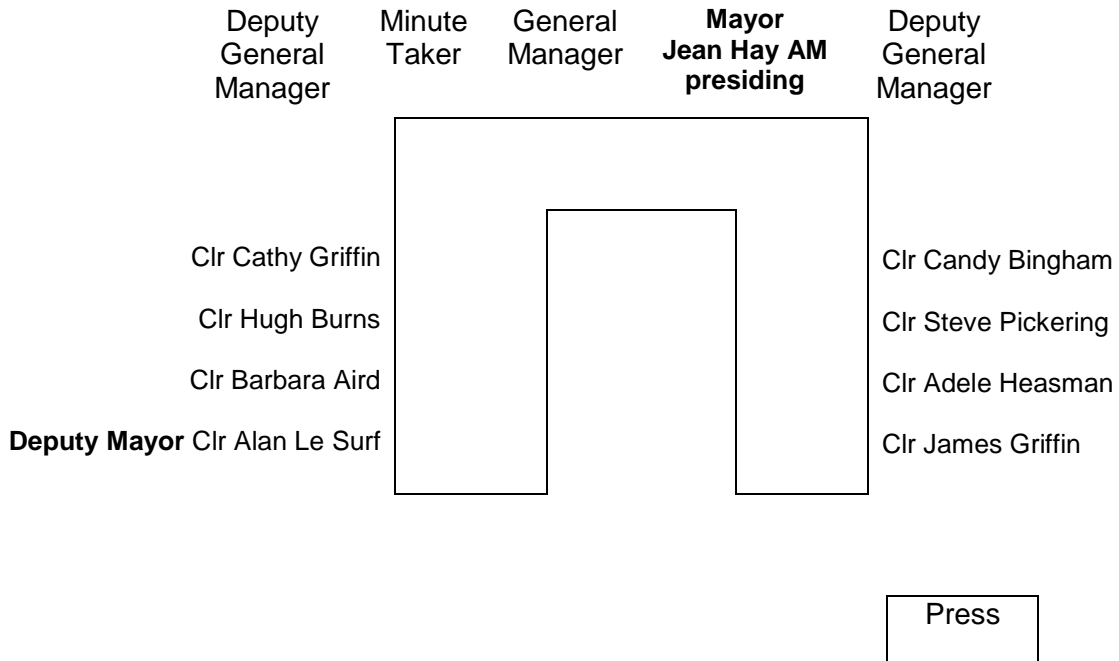
Commencing at 7.30 PM for the purpose of considering items included on the Agenda.

Persons in the gallery are advised that the proceedings of the meeting are being taped for the purpose of ensuring the accuracy of the Minutes. However, under the Local Government Act 1993, no other tape recording is permitted without the authority of the Council or Committee. Tape recording includes a video camera and any electronic device capable of recording speech.

Copies of business papers are available at the Customer Service Counters at Manly Council, Manly Library and Seaforth Library and are available on Council's website:

www.manly.nsw.gov.au

Seating Arrangements for Meetings



Public
Addresses

Public Gallery

Chairperson: The Mayor, Clr Jean Hay AM
Deputy Chairperson: Clr Alan Le Surf

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(In accordance with Clause 66 in Council's Code of Meeting Practice, Public Forum is for a maximum of fifteen (15) minutes for <i>matters that are not listed on the Agenda</i> . A total of five (5) people may address Council for a maximum of three (3) minutes each.)	
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QUESTIONS WITHOUT NOTICE

MATTERS OF URGENCY

(In accordance with Clause 241 of the Local Government (General) Regulations, 2005)

CLOSED SESSION

******* END OF AGENDA *******

TO: Ordinary Meeting - 12 November 2012
REPORT: Notice of Motion Report No. 36
SUBJECT: Permanent access to development information on Manly Council website – follow-up on Resolution No. 113/12 June 2012
FILE NO:

Councillor Candy Bingham will move:

1. That the General Manager provide to each councillor a copy of the legal advice/s he has received in relation to this matter from Council's legal advisors.
2. That given the community's expectation and right for Council to provide open and transparent access to information, this information be provided to councillors a minimum of 14 days before the next ordinary meeting in December 2012 so that the issue can be addressed at that meeting.
3. That Council call on the Division of Local Government, Department of Premier and Cabinet, to acknowledge the problem facing local councils across New South Wales of reconciling the apparently competing provisions of the Commonwealth Copyright Act 1968 and the NSW Government Information (Public Access) Act 2009 regarding the publication and provision of copies of DA plans to the public, and to take a lead role in arriving at a satisfactory solution.
4. That the General Manager also report to the December '12 meeting of Council the procedures adopted by other Councils such as Warringah, Mosman, Pittwater & Woollahra in relation to providing full public disclosure of Development Applications on their websites, and present a report on how Manly Council can also resolve this issue.

Background

On 12 March 2012 I lodged a formal complaint to the Office of Information Commissioner about Manly Council not providing access to development applications on their website.

Manly Council received a copy of a letter from the Office of Information Commissioner (Reference IPC12-000132) on 11 April, 2012 stating Council had "misconstrued our guidance" by withholding public information in relation to providing access to development applications on its website.

At the June 2012 Ordinary Meeting Council passed a motion moved by Councillor Cathy Griffin that Council review its process in relation to development applications and consider the permanent publication of reports and decisions on DAs on the Council website.

To date, no report or recommendation has been received in relation to this resolution.

It is acknowledged that the question of whether or not it is a copyright breach to provide copies of development application plans to the community has been an ongoing issue in many councils. Nonetheless it is time for Manly Council to follow the lead of other councils that seem to have overcome the concerns raised.

Despite continual formal complaints since February 2012 the situation still exists where a D.A. cannot be fully viewed on Council's website, nor previous plans viewed should the applicant lodge a Section 96 Application.

Being told that you can "view the application at the Council's offices, in office hours during the exhibition period" simply is not adequate, transparent, accountable nor acceptable.

This matter appears to have been resolved by other councils including Warringah, Mosman, Pittwater & Woollahra, who have changed their Applicant's Declaration Terms and provide full access to development applications on their websites.

Notice of Motion Report No. 36 (Cont'd)

RECOMMENDATION

That the Notice of Motion be submitted for consideration.

ATTACHMENTS

There are no attachments for this report.

OM121112NM_1.DOC

***** End of Notice of Motion Report No. 36 *****

TO: Ordinary Meeting - 12 November 2012
REPORT: Notice of Motion Report No. 37
SUBJECT: Support for ongoing and adequate funding for the EDO NSW
FILE NO:

Councillor Cathy Griffin will move:

That Manly Council writes to the NSW Government and the NSW Law Society expressing concern that funding has been cut to the NSW EDO NSW. Manly Council supports the work of the EDO NSW and considers it important that the EDO NSW continues to be adequately funded.

Background

EDO NSW (formerly known as the Environmental Defender's Office NSW) is a non-government, not-for-profit community legal centre specialising in public interest environmental law. The EDO is the only organisation in NSW established to protect the environment through law.

The NSW Government is reviewing its legal assistance services, which includes funding for the EDO. At the same time, the major source of annual funding - which comes from the Public Purpose Fund of the Law Society of NSW (PPF) - has been cut. The EDO has been receiving PPF funding since 1996, normally under three-year grant agreements.

The first cut was to 6 months (July-December 2012); and as of this month has been reduced to only 3 months (January-March 2013), with the dollar value cut by a quarter. As a result, both our PPF funding, and NSW Government funding, is now be considered at risk and the EDO of closing its doors.

RECOMMENDATION

That the Notice of Motion be submitted for consideration.

ATTACHMENTS

There are no attachments for this report.

OM121112NM_2.DOC

***** End of Notice of Motion Report No. 37 *****

TO: Ordinary Meeting - 12 November 2012
REPORT: Notice of Motion Report No. 38
SUBJECT: Master plan for Jump Rock and Unnamed reserve at the end of Stuart St
FILE NO:

Councillor Cathy Griffin will move:

Council develop a Master Plan for the area known as Jump Rock and the unnamed reserve at the end of Stuart St leading to the National Park. Council consult with the Spring Cove St Patricks developer, the National Parks and Wildlife Service, LMPCF and the local residents and develop proposals for grant applications to implement the plan.

Background

Developers are currently developing the Spring Cove section of the St Patricks Estate. They have committed to work with the National Parks & Wild life Service to improve the path through the National Park to Collins Beach.

As part of this development the unnamed reserve, which was dedicated to the public when the Church decided to apply to develop the Estate to provide access to the national park, a large section will be dug up to allow for various services to be connected to the estate.

The bessa brick fence will be removed and the area will be subject to bush regeneration and some landscaping to preserve the habitats of the water dragons and bandicoots.

This proposal seeks to take the opportunity to improve the public park area and access to the National Park and Collins flat from the Little Manly Point Park whilst other development is occurring in the area.

This area represents a section of the world famous walk from Manly Wharf to North Head and in addition to the thousands of young people who pilgrimage to jump off Jump Rock thousands more walkers and runners pass through the area on their way to or from North Head. This section is particularly unattractive with, unsafe steps, worn mud tracks through the bush and the jail like fence on the cliff edge, damaged and open stormwater drains draining directly into Spring Cove, infestations of weeds, unattractive scrubby plantings and piles litter and human excreta.

However the area is also home to an extra ordinary array of wildlife including bandicoots, water dragons, possums, echidnas, and native birds, not to mention the stunning views across Spring Cove to the Sydney Harbour National Park.

This proposal would seek to consult with the LMPCF and the local residents with the aim of landscaping the area including installing a track off the road below the current fence line from the LM Point Park to the unnamed reserve as well as the installation of appropriate safety fencing, seating and a grassed picnic area to take in the view across Spring Cove. Consideration could be given to the location of a public toilet to service the area. (residents are regularly approached by the public with requests to use their toilets)

RECOMMENDATION

That the Notice of Motion be submitted for consideration.

ATTACHMENTS

There are no attachments for this report.

OM121112NM_3.DOC

***** End of Notice of Motion Report No. 38 *****

TO: Ordinary Meeting - 12 November 2012
REPORT: Notice of Motion Report No. 39
SUBJECT: Extended Hours of Parking
FILE NO:

Councillor Barbara Aird will move:

That Council brings back a report to next Meeting on the financial implications for Council of extending the current free 3 continuous hours of parking for residents and ratepayers in Manly CBD Council owned car parks to beyond 7pm for 3 continuous hours.

RECOMMENDATION

That the Notice of Motion be submitted for consideration.

ATTACHMENTS

There are no attachments for this report.

OM121112NM_4.DOC

***** End of Notice of Motion Report No. 39 *****

TO: Ordinary Meeting - 12 November 2012
REPORT: Notice of Motion Report No. 40
SUBJECT: Early testing and treatment for Lymes Disease
FILE NO:

Councillor Cathy Griffin will move:

Write to the Minister for Health, Member for Manly, NSW Department of Health requesting a review of the treatment protocols for patients, especially children presenting with tick bites at Local GPs and Hospitals. This review should consider the evidence that Lymes disease does exist in Australia and patients presenting with tick bites should be routinely tested for it early and in Australia.

Background

There have been various reports in the media recently regarding Lymes Disease. The NSW Government convened an expert panel in 2011 but found no conclusive evidence of locally acquired Lyme disease. This is disputed by sufferers of Lymes disease, who have been forced to have their blood tested overseas to confirm they have the disease causing delayed treatment.

Lymes disease has been contracted at North Head.

Manly Council employs many staff who are exposed to ticks and may be vulnerable to contracting Lymes disease in the course of their daily work. Early detection and appropriate treatment is crucial to maintaining the health and safety of Council employees.

RECOMMENDATION

That the Notice of Motion be submitted for consideration.

ATTACHMENTS

There are no attachments for this report.

OM121112NM_5.DOC

***** End of Notice of Motion Report No. 40 *****

TO: Ordinary Meeting - 12 November 2012
REPORT: Notice of Motion Report No. 41
SUBJECT: Extending Christmas Decorations and Creation of Christmas Window Competition for Businesses in the Manly LGA
FILE NO:

Councillors Adele Heasman and Steve Pickering will move:

1. that Manly Council extend the installation of Christmas decorations to Balgowlah Heights shopping Centre and Burnt Street Shops, Seaforth.
2. a) that Manly Council initiate an annual Christmas Window Competition for businesses in the Manly LGA to be judged in 2 sections, one for businesses located within the Manly CBD area (including Pittwater Road) and the other for those located outside of this area i.e. Fairlight, Balgowlah, Seaforth, Balgowlah Heights and the smaller corner shops; and
b) that the Mayor is to judge the finalists of both sections.

RECOMMENDATION

That the Notice of Motion be submitted for consideration.

ATTACHMENTS

There are no attachments for this report.

OM121112NM_6.DOC

***** End of Notice of Motion Report No. 41 *****

TO: Ordinary Meeting - 12 November 2012
REPORT: Notice of Motion Report No. 42
SUBJECT: New Street Shops Proposed Telstra Tower
FILE NO:

Councillor Adele Heasman will move:

That Manly Council investigate further ways to assist the Balgowlah Heights New Street shop community as they endeavour to prevent the installation of the Telstra Tower at New Street shops.

RECOMMENDATION

That the Notice of Motion be submitted for consideration.

ATTACHMENTS

There are no attachments for this report.

OM121112NM_7.DOC

***** End of Notice of Motion Report No. 42 *****

TO: Ordinary Meeting - 12 November 2012
REPORT: Item For Brief Mention Report No. 11
SUBJECT: Items for Brief Mention
FILE NO:

1. Complaints to the General Manager

In the month of November the General Manager is assessing the following complaint:

Matter No.	Received	Nature of complaint	Outcome	Status
COMP2012-08-01	August	Conduct	Pending	Ongoing

2. Tabled Documents

	Date	Author	Subject
1.	30 Oct 2012	Geoff Withycombe Executive Officer	SCCG's Mapping and Responding to Coastal Inundation Project.
2.	8 Nov 2012	SHOROC Incorporated Board	Minutes SHOROC Board Meeting 2 Nov 2012 Minutes SHOROC AGM 2 Nov 2012.

RECOMMENDATION

That reports 1 and 2 be received and noted.

ATTACHMENTS

There are no attachments for this report.

OM121112IBM_1.DOC

***** End of Item For Brief Mention Report No. 11 *****

TO: Ordinary Meeting - 12 November 2012
REPORT: Corporate Services Division Report No. 29
SUBJECT: Financial Statements for the year Ended 30 June 2012 - Audit Statement
FILE NO:

SUMMARY

Council's Annual Financial Statements for the year ended 30 June 2012 are presented for referral to audit. An Audit Statement pursuant to Section 413(2)(c) of the Local Government Act 1993 is required in respect of the accounts from Council and Management in relation to the accuracy of the accounts. It is recommended Council sign the statement and refer the accounts for audit.

REPORT

Council's Annual Financial Statements for the year ended 30 June 2012 have been prepared and are ready to proceed for Audit.

The general purpose financial reports, special purpose financial reports and special schedules are required to be completed and ready for audit following the financial year end.

Provisions pursuant to the *Local Government Act 1993* and the *Local Government (General) Regulation 2005* mean that like Commonwealth and State Government, local councils are expected to assume a caretaker role during the election period which is still in force

Normally in accordance with Section 413(2)(c) of the Local Government Act, Council is required to include with the General Purpose Financial Statements a "Statement by Councillors and Management" signed under resolution of Council, by the Mayor, one other Councillor, the General Manager and the Responsible Accounting Officer, which will allow Council's Auditor to complete the audit. A similar "Statement by Councillors and Management" is also required for the Special Purpose Financial Statements.

However this year due to the caretaker provisions I am referring the statements to the General Manager and Mayor for your sign off to allow them to proceed to Audit without delay.

Following completion of the Audit, the Annual Financial Statements will then be presented to the next scheduled Ordinary Meeting of Council, with the Auditors Report. The "Statements" to be signed plus a draft of the Annual Financial Statements for the Year ended 30 June 2012, are tabled. In order for Council's Annual Financial Statements for 2011/2012 to go forward for Audit the following recommendation is made.

RECOMMENDATION

That:-

1. In respect to Council's General Purpose Financial Statements the following statement be provided for signature by the Mayor, the General Manager and the Responsible Accounting Officer:-

GENERAL PURPOSE FINANCIAL STATEMENT FOR THE 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 for the year ended 30 June 2011, have been prepared in accordance with:-

Corporate Services Division Report No. 29 (Cont'd)

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

To the best of Council's knowledge and belief, these Statements:

- Presents fairly the Council's operating result and financial position for the year; and
- Are in accordance with Council's accounting and other records.

We are not aware of any matter that would render these Statements for the twelve months ending 30 June 2012, false or misleading in any way.

2. In respect to Council's Special Purpose Financial Statements, the following statement be provided for signature by the Mayor, one other Councillor, the General Manager and the Responsible Accounting Officer:-

SPECIAL PURPOSE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2011

Statement by Councillors and Management made pursuant to the Local Government Code of Accounting Practice and Financial Reporting.

The attached Special Purpose Annual Financial Statements for the year ended 30 June 2011, have been prepared in accordance with:-

- The Local Government Code of Accounting Practice and Financial Reporting; the
- NSW Government Policy Statement *"Application of National Competition Policy to Local Government"*; and
- Department of Local Government guidelines *"Pricing & Costing for Council Businesses: A Guide to Competitive Neutrality"*.

To the best of Council's knowledge and belief, these Statements:

- Present fairly Council's operating result and financial position for each of Council's declared Business Activities for the year; and
- Are in accordance with Council's accounting and other records.

We are not aware of any matter that would render the Council's Statements for the twelve months ending 30 June 2012, false or misleading in any way.

3. Council's Annual Financial Statements for the year ended 30 June 2012 be referred for audit by Council's Auditors.

ATTACHMENTS

There are no attachments for this report.

OM121112CSD_2.DOC

***** End of Corporate Services Division Report No. 29 *****

TO: Ordinary Meeting - 12 November 2012
REPORT: Corporate Services Division Report No. 30
SUBJECT: Report on Council Investments as at 31 October 2012
FILE NO:

SUMMARY

In accordance with clause 212 of the Local Government (General) Regulation 2005, a report setting out the details of money invested must be presented to Council on a monthly basis.

The report must also include certification as to whether or not the Investments have been made in accordance with the Act, the Regulations and Council's Investment Policy.

REPORT

Council is required to report on a monthly basis, all invested funds which have been made in accordance with the Local Government Act 1993, The Local Government (General) Regulation 2005, and Council's Investment Policy.

Attached is the report of the bank balances and investment performance for October 2012.

Legislative & Policy Implications

Manly Council Investment Policy
Section 625 Local Government Act 1993
Clause 212 Local Government (General) Regulation 2005
DLG Circular 11-01 – Ministerial Investment Order dated 12 January 2011
DLG Circular 10-11 – Investment Policy Guidelines

Certification – Responsible Accounting Officer

I hereby certify that the investments listed in the attached report have been made in accordance with Section 625 of the Local Government Act 1993, clause 212 of the Local Government (General) Regulation 2005 and Council's Investment Policy.

The following securities held are currently rated less than the minimum required under the Ministerial Investment Order. Council is permitted to hold securities under the grandfathering clause in the Ministerial Investment Order dated 31 July 2008.

- Coolangatta CDO currently rated N/R
- Global Bank Note currently rated N/R

Investment Performance

The Investment Report shows that Council has total Investments of \$17,117,328 comprising a combined Bank Balance of \$1,184,728; and Investment Holdings of \$14,932,600 directly managed and \$1,000,000 externally managed.

Investments overall performed above the 90 day average Bank Bill Swap Rate (BBSW) for the month providing a return of 4.29% (*Council Benchmark = 3.16% - benchmark is 90 day average BBSW*)

The following investments are not paying interest coupons and initiating capital guarantee mechanisms to protect the investment. These include Emu Note (Dresdner Bank), ANZ Climate Change Trust, and Lehman Bros Zircon (Coolangatta) and Beryl (Global Bank Note).

Corporate Services Division Report No. 30 (Cont'd)

The average rate of return for investments paying interest is 4.93%

Lehman Brothers Australia (Grange) Portfolio Performance

During the month of October Return on Lehman Brothers Australia Limited (Grange) Managed Funds was 0%. The current market value of these investments (included in the report for information) shows a reduction in the value and the returns reported by Lehman Brothers Australia (Grange) indicate a return below benchmark.

Movements in Investments for the Month of October 2012**Investments Made**

<u>Issuer</u>	<u>Particulars</u>	<u>Face Value</u>
Members Equity Bank Pty Ltd	Term Deposit	\$1,000,000

Investments Matured

<u>Issuer</u>	<u>Particulars</u>	<u>Face Value</u>	<u>Redeemed Value</u>
Police & Nurses Credit Society	Term Deposit	\$1,000,000	\$1,000,000
Bank of Queensland	Term Deposit	\$1,000,000	\$1,000,000
Members Equity Bank Pty Ltd	Term Deposit	\$1,000,000	\$1,000,000

RECOMMENDATION

That: the statement of Bank Balances and Investment Holdings as at 31 October 2012 be received and noted.

ATTACHMENTS

AT- 1 Investment Report 4 Pages

OM121112CSD_5.DOC

***** End of Corporate Services Division Report No. 30 *****

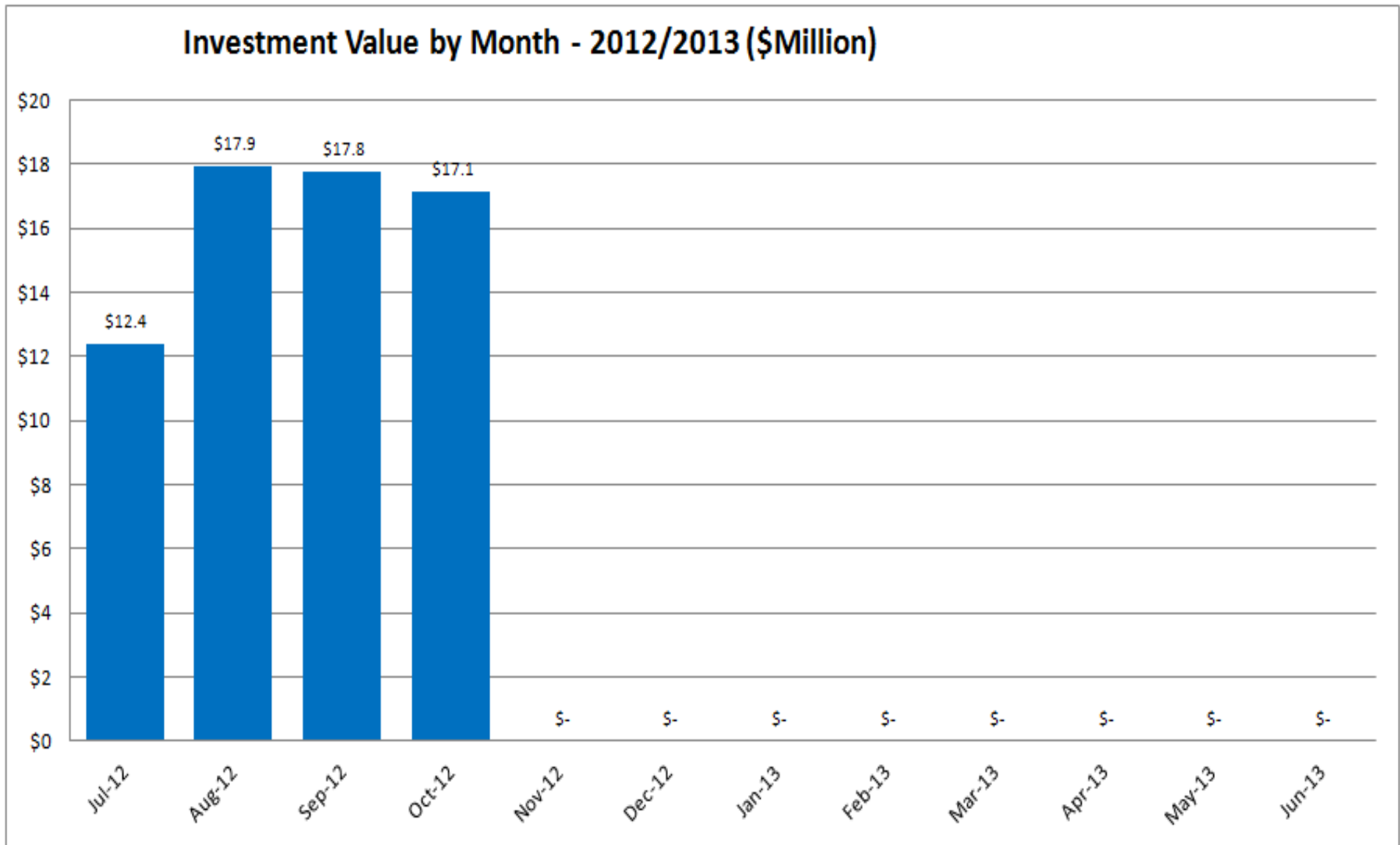
ATTACHMENT 1

Corporate Services Division Report No. 30.DOC - Report on Council Investments as at 31 October 2012 Investment Report

MANLY COUNCIL INVESTMENT PORTFOLIO as at 31 October 2012										
	Form of Investment	Investment \$	Market Value \$	Percentage of Portfolio	S & P Rating	Date Invested	Call/Maturity Date	Interest Rate	Interest	
									YTD	Oct 2012
Directly Managed Funds										
Trading Account										
CBA Trading Account	Cash	1,184,728	1,184,728	6.92%	AA-			1.15% ⁽³⁾	9,023	2,053
Others										
CBA @ call	At Call	2,165,476	2,165,476	12.65%	AA-	At Call	At Call	3.75%	26,968	3,341
AMP @ call	At Call	2,699,161	2,699,161	15.77%	A	At Call	At Call	4.10%	33,439	9,658
Macquarie @ call	At Call	233	233	0.00%	A	At Call	At Call	3.25%	3	1
RaboDirect	TD	719,877	719,877	4.21%	AA	06/07/2012	04/07/2013	5.02%	11,791	3,069
RaboDirect	TD	347,853	347,853	2.03%	AA	19/09/2012	18/03/2013	4.95%	1,981	1,462
Bank of QLD	TD	1,000,000	1,000,000	5.84%	A2	28/08/2012	25/02/2013	5.14%	9,013	4,365
Rural Bank	TD	1,000,000	1,000,000	5.84%	A2	31/08/2012	04/01/2013	5.00%	8,356	4,247
Members Equity Bank Pty Ltd	TD	1,000,000	1,000,000	5.84%	A2	07/09/2012	06/03/2013	5.01%	7,412	4,255
Bank of QLD	TD	1,000,000	1,000,000	5.84%	A2	07/09/2012	04/02/2013	5.01%	7,412	4,255
Bank of QLD	TD	1,000,000	1,000,000	5.84%	A2	10/09/2012	08/01/2013	5.06%	7,070	4,298
Bank of QLD	TD	1,000,000	1,000,000	5.84%	A2	19/09/2012	17/01/2013	5.06%	5,822	4,298
Police Credit Union	TD	1,000,000	1,000,000	5.84%	Credit Union	19/09/2012	18/03/2013	4.90%	5,638	4,162
Members Equity Bank Pty Ltd	TD	1,000,000	1,000,000	5.84%	A2	22/10/2012	22/04/2013	4.76%	1,174	1,174
Emu Note - Dresdner Bank AG	Struct'd Note	500,000	455,350 ⁽⁵⁾	2.92%	AAA	25/10/2005	30/10/2015	0.00%	-	-
ANZ Climate Change Trust	Struct'd Note	500,000	481,500 ⁽⁵⁾	2.92%	AA-	18/01/2008	18/01/2014	0.00%	-	-
	Total	14,932,600	14,869,450	87.24%						
Total Directly Managed Funds		16,117,328	16,054,178							
Lehman Brothers Australia (Grange) Managed Funds (All in AUS\$)										
Interest Bearing Securities (Non Bank)										
Beryl (Global Bank Note)	Floating Rate CDO	500,000	570,000	2.92%	N/R	03/04/2007	20/09/2014	0.00%	-	-
Zirccon (Coolangatta)	Floating Rate CDO	500,000	505,000	2.92%	N/R	20/03/2007	20/09/2014	0.00%	-	-
Total Grange Managed Funds		1,000,000	1,075,000	5.84%						
Retired Investments									78,390	7,679
TOTAL PORTFOLIO		17,117,328	17,129,178	100.00%				4.29%	213,493	58,316
BENCHMARK⁽¹⁾								3.16%		
Notes:										
1 Benchmark is 90 day Average BBSW for the monthly of October										
2 CDO - Collateralised Debt Obligation										
3 Balances less than \$250,000 earn 0.45%, \$250,000 to \$499,999 earn 1.25%, greater \$500,000 earn 1.75%										
4 CBA Trading account not included in the monthly portfolio return calculation										
5 Market Value as at 30 September 2012										

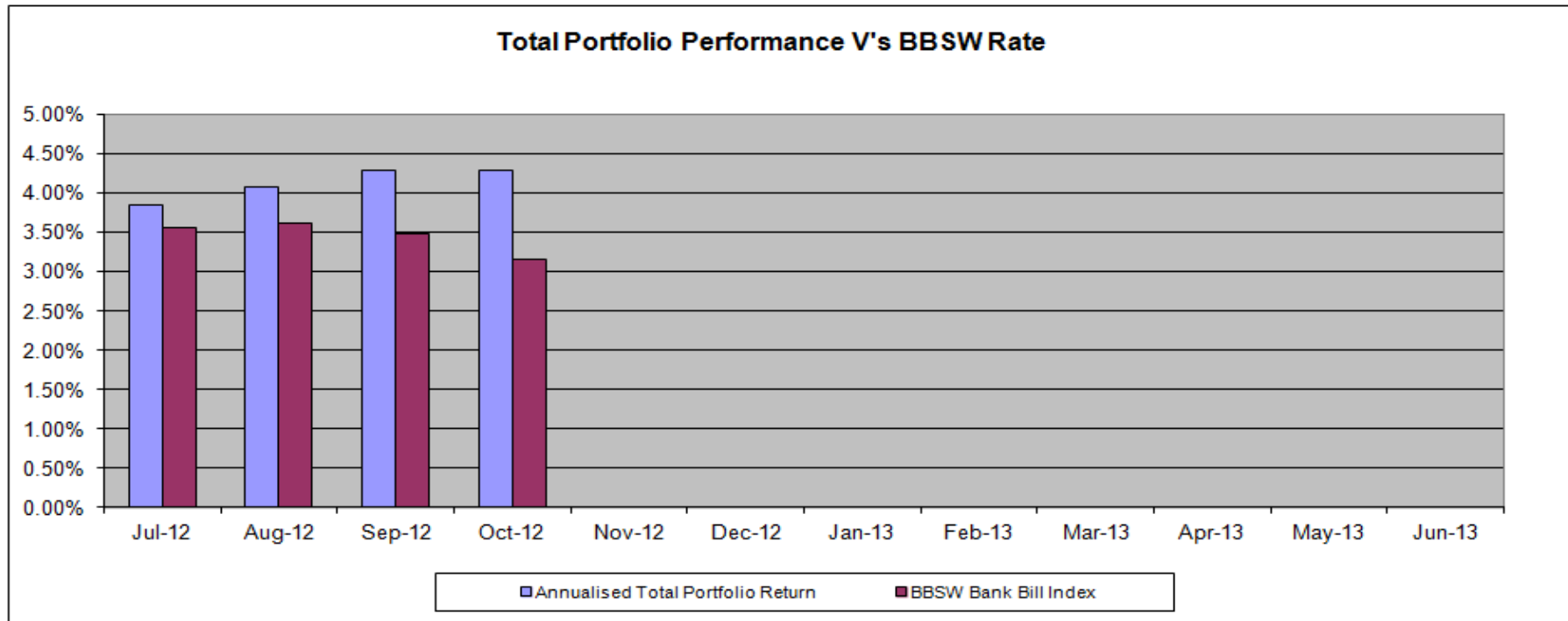
ATTACHMENT 1

Corporate Services Division Report No. 30.DOC - Report on Council Investments as at 31 October 2012
Investment Report

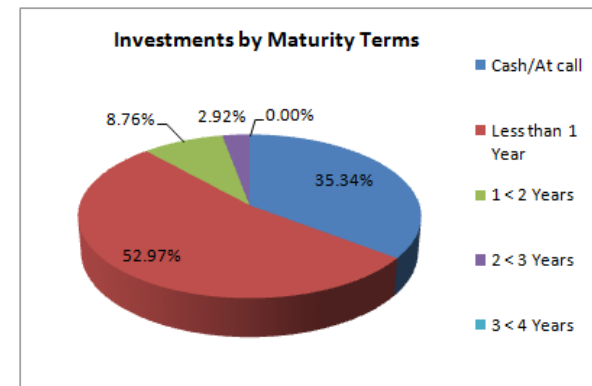


ATTACHMENT 1

Corporate Services Division Report No. 30.DOC - Report on Council Investments as at 31 October 2012 Investment Report

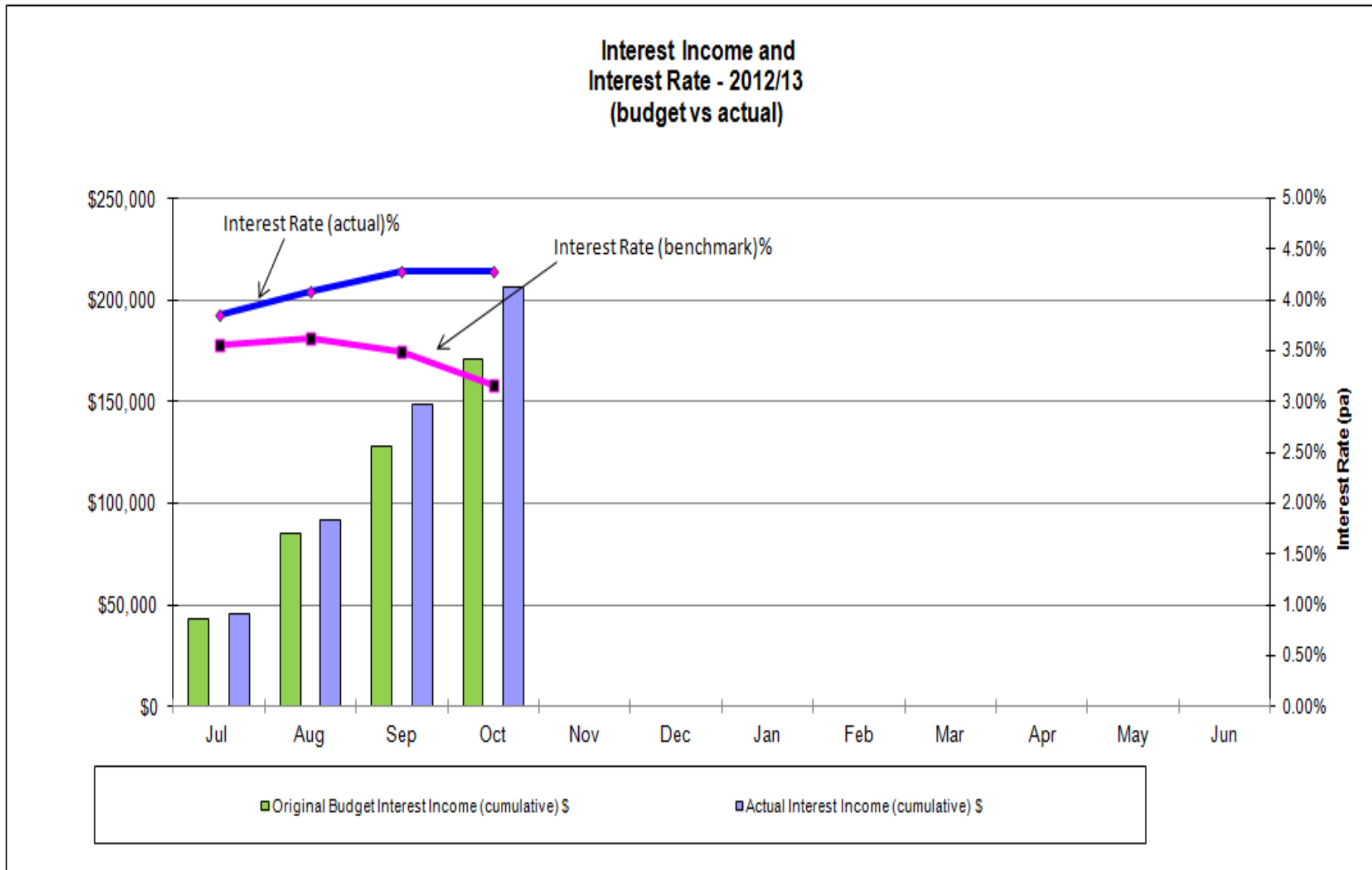


Summary by Credit Rating		No.
AAA	2.92%	1
AA	6.24%	2
AA-	22.49%	3
A	15.77%	2
A2	40.89%	7
Credit Union	5.84%	1
N/R	5.84%	2
	100.00%	18



ATTACHMENT 1

**Corporate Services Division Report No. 30.DOC - Report on Council Investments as at 31 October 2012
Investment Report**



TO: Ordinary Meeting - 12 November 2012
REPORT: Corporate Services Division Report No. 28
SUBJECT: The Establishment of Council's Special Purpose Advisory Committees 2012-2016
FILE NO:

SUMMARY

The work of the Council is assisted and supported by a number of internal and external advisory committees.

The purpose of this report is to formalise the Special Purpose Advisory Committees (SPAC) for the current term of Council (2012-16).

REPORT

On the weekend of 22nd and 23rd September 2012, all Councillors attended the Manly Councillor's Induction Workshop where the establishment of Committees was discussed. The Councillors further considered the formation of the committees at a strategic workshop held on 24 October 2012 where they also nominated for service to the new committees to be established.

Following this an advertisement in the Manly Daily on Saturday 27 October invited interested members of the community to provide Council with Expressions of Interest (EOI) for consideration of their membership to these committees. The EOI closed on Wednesday 7 November 2012.

At Attachment 1 is a summary of Special Purpose Advisory Committees proposed for the 2012/2016 term. The matrix also provides more information on each Committee, its charter/ purpose, proposed Councillor representation and meeting cycle information.

Next Steps:

Following the consideration of committee membership, all members of committees are requested to attend arranged induction / training. Each committee will also be requested at its first meeting to elect a Chairperson, confirm and amend as necessary the Charter of the committee and establish their key / objectives for the 2012-2016 term.

RECOMMENDATION

That:

1. The 2012-16 Special Purpose Advisory Committees be established as per the matrix outlined at Attachment 1;
2. The General Manager be delegated the authority to finalise community representation so as to form the committees (in consultation with Councillor representatives on each Committee); and
3. The General Manager assign a suitable staff member to convene and assist the Committee in its work for the community.

ATTACHMENTS

AT- 1 Matrix 9 Pages

OM121112CSD_4.DOC

***** End of Corporate Services Division Report No. 28 *****

ATTACHMENT 1

Corporate Services Division Report No. 28.DOC - The Establishment of Council's Special Purpose Advisory Committees 2012-2016 Matrix

Committee Name	Purpose	Meeting Cycle	Day	Councillors
Access and Mobility	<p>This is a Special Purpose Committee, to provide a forum for discussion and recommendation to Manly Council to:</p> <ul style="list-style-type: none"> Advise Council to ensure all its programs, services and facilities properly address and consider relevant access and equity issues as defined under statute and in keeping with current state and national trends, and Act as a contact point for people with disabilities in the community to advise Council in decision-making regarding access to local buildings and services, particularly with regard to redevelopments in Manly. 	Bi Monthly	Tue pm	Clrs Aird Heasman
Art and Culture	<p>This is a Special Purpose Advisory Committee, to provide a forum for discussion and recommendation to Manly Council to:</p> <p>Advise Council on matters in relation to programs, services and facilities of a cultural nature controlled by Council.</p>	Bi Monthly	Tue pm	Clrs Bingham Burns Heasman
Audit and Risk	<p>The objective of the Audit and Risk Committee is to provide independent assurance and assistance to Council on risk management, control, governance and external accountability responsibilities.</p>	Quarterly	2nd Tues AM	Clrs Binghim Burns J Griffin

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Committee Name	Purpose	Meeting Cycle	Day	Councillors
Community Safety and Place Management	<p>Consider and advise Council on ways various stakeholders in the community can work in partnership to improve community safety.</p> <p>The Committee provides input on:</p> <ul style="list-style-type: none"> • Licensing issues. • Alcohol-free zones. • Policing strategies. • Safety issues such as the security of open spaces, street lighting and transport. • Community education. • Alcohol-free venues for youth. • Investigation and audit of community safety concern. • Investigation and audit of physical locations where public safety could be improved. • The development and implementation of the Crime Prevention Plan. 	Monthly	Thur am	Mayor Hay Clrs Aird Bingham Burns Le Surf Pickering
Community Garden	To provide Community input to Council in relation to Community Gardens	Quarterly	Tue pm	Clr C Griffin

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Committee Name	Purpose	Meeting Cycle	Day	Councillors
Community Environment	<p>Advise Council regarding Manly's special natural landscapes, biodiversity and aquatic environments to conserve a sustainable, healthy and safe environment for future generations of the Manly community. Key functions of the Committee will be to:</p> <ul style="list-style-type: none"> • Promote environmental best practice • Advise the General Manager on priority projects to be considered for funding from the Environmental Levy each year • Review the effectiveness of projects funded on an annual basis following advice provided by Council staff. • Receive information and provide advice on key environmental and natural resource programs, services and facilities planned to be, or, currently being, provided by Council. • Advise on environmentally related matters pertinent to the environment and or issues of climate change. • The Committee may also provide assistance and support to other Committees of Council concerning environmental issues. • Liaison with and support for the Manly Environment Centre, Sustainability Youth Crew and other stakeholders and interested parties, including National Parks and Wildlife Service in the Manly Area. <p>Advise the General Manager and Councillors on both allocation and expenditure of funds consistent with Levy criteria, i.e. by</p> <ul style="list-style-type: none"> • Reviewing a draft budget each year and providing advice on priorities for expenditure. • Monitoring environmental outcomes of Levy projects. 	Monthly	Wed pm	Cirs Burns C Griffin

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Committee Name	Purpose	Meeting Cycle	Day	Councillors
Economic Development and Tourism	<p>Take an active role in the formulation of advice to Council on policy and strategies to promote sustainable economic development and tourism, and performance monitoring, for Council's consideration in relation to the adoption of Management Plans required by the Local Government Act, 1993.</p> <p>Advise the Council on the effective management of the mix of long-stay and day visitors to bring sustainable economic benefit and ensure conservation and enhancement of the environment for visitors and residents alike.</p> <p>Advise Council on the issue of maintaining a balance between tourism and community needs including carrying capacity.</p> <p>Advise Council concerning the management, development and funding of the promotion of sustainable development and tourism in Manly.</p> <p>Work in partnership to seek funding from the Commonwealth and State Governments to deal with the impact of Iconic Manly.</p> <p>Advise Council regarding types and forms of tourism infrastructure development, attractions and events.</p> <p>Promote community events which may also result in economic development.</p> <p>Working in partnership with the business community, provide community leadership during the economic downturn.</p> <p>Liaise with other Committees of Council to co-ordinate tourism, planning, accessibility and environmental objectives, as appropriate.</p>	6 weekly	Thur am	Mayor Hay Clrs Bingham C Griffin Pickering

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Committee Name	Purpose	Meeting Cycle	Day	Councillors
Harbour Foreshores & Coastline Management	<p>The role of this Committee:</p> <ul style="list-style-type: none"> • issues relevant to all ocean and harbour foreshore areas, marine environments and Aquatic Reserves in the Manly Local Government Area. • the monitoring of the development and implementation of comprehensive Coastline and Estuary Management Plans. 	Bi Monthly	Tue pm	<p>Clrs Bingham C Griffin Heasman Pickering</p>
Heritage and Local History	<p>a) On Heritage related matters within the Manly Local Government Area encompassing.</p> <ul style="list-style-type: none"> • Built Heritage • Parks and Gardens • Natural Heritage • Indigenous Heritage • Shipwrecks and Marine Structures • Moveable Heritage <p>b) To integrate heritage conservation in the planning and development control process.</p> <p>c) To provide input from the community and the professional heritage sector on matters of heritage significance in Manly.</p> <p>d) To provide strategic advice to Council on issues which may have an impact on heritage.</p> <p>e) To provide input to Council on heritage programming, exhibitions, education and events.</p> <p>f) To provide comment on Development Applications of heritage significance.</p> <p>g) To provide advice to Council on matters relating to Manly Cemetery.</p>	Bi Monthly	Wed am	<p>Clrs Bingham Burns Heasman</p>

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Committee Name	Purpose	Meeting Cycle	Day	Councillors
Human Services & Social Planning	<ul style="list-style-type: none"> • Provide evidence based strategic policy and planning advice to Council concerning the future needs of the Manly community. • Review strategic policy and planning documents produced by Council in relation to the community/human services area. • Champion social and community issues as part of the transition from social planning to the new Integrated Strategic Planning framework for the Manly LGA 	Bi Monthly	Tue am	Clrs Bingham C Griffin Heasman
Manly Scenic Walkway	<ul style="list-style-type: none"> • Advise Council on all matters relating to the care, control and management of the Walkway, including Reef Beach. 	Bi Monthly	Tue pm	Mayor Hay Clr C Griffin
Manly Sister Cities	<ul style="list-style-type: none"> • Create goodwill and better understanding between the peoples of the world through 'people to people' contact. • Foster international understanding. • Consider all matters relating to the maintenance and establishment of goodwill with Council's established Sister Cities. • Contribute towards the growth of understanding and co-operation between the peoples of different nations through promoting close interchanges in the field of education, culture, the arts, sport and commerce, by: <ul style="list-style-type: none"> • Promoting community awareness of the existence of Sister City affiliations; • Promoting community awareness of the objectives of the Sister City affiliations; • Fostering the exchange of information, literature and people between the respective communities. • Act as a nucleus and co-ordinating body to establish an ongoing programme of liaison with Sister City affiliates. • Co-ordinate the establishment of contacts in respective communities through dissemination of literature, introduction of people with common interest and to seek financial assistance and sponsorship to promote the objectives of the Sister Cities affiliations. 	Monthly	Wed pm	Mayor Hay Clr Le Surf

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Committee Name	Purpose	Meeting Cycle	Day	Councillors
Meals on Wheels	<p>(a) the care, control and management of the Manly Meals on Wheels Service and its associated activities and programs for the HACC target groups, and</p> <p>(b) such ancillary and incidental functions as may be necessary to give effect to the function specified in paragraph (a), including but not limited to the use of a separate Council approved letterhead, such use and signing of correspondence to be undertaken strictly in accordance with approved Council policy as in force from time to time.</p>	Monthly	Wed pm	Clr Heasman
Playground Management	<ul style="list-style-type: none"> • Advise Council on the development and implementation of a Playground Management Plan to guide the ongoing planning, development and management of Council's Playgrounds. • Advise Council on the undertaking of regular safety audits of all Council's playgrounds and play equipment. • Advise Council on government and corporate sponsorship to assist with the financing of major playground upgrades. • Facilitate collaboration between Council and the community in the long-term planning and development of Council's playgrounds. • Provide input into Council's annual budget bid process in the areas of playground maintenance and development. • Advise Council on a regular basis on the progress made in the implementation of the Playground Management Plan. 	Bi Monthly	Thur am	Mayor Hay
Public Domains	<ul style="list-style-type: none"> • Advise Council on urban and landscape design issues relating to the public domain. • Provide input on projects such as streetscapes, parks and reserves, landscape master plans and major capital projects with major architecturally designed components. • Provide input into DAs referred to the Committee because of their potential impact on the public domain. 	Bi Monthly	Wed pm	Clrs Aird Bingham Burns C Griffin Heasman Le Surf Pickering

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Committee Name	Purpose	Meeting Cycle	Day	Councillors
Sports and Recreation Facilities	<ul style="list-style-type: none"> • Oversee, in co-operation with the Manly Warringah Sporting Union, all the sporting activities with which Manly Council is involved so that advice can be provided to the Council on these matters. • Advise Council on the development of a management plan to establish a coherent and comprehensive framework to advise Council on:- <ul style="list-style-type: none"> - Funding priorities - Infrastructure and capital works - Maintenance - Investment in new facilities - Appropriate level of facilities - Funding opportunities. <p>Oversee, the Pathway of Olympian matters.</p>	Bi Monthly	Fri am	Mayor Hay Clrs Bingham Pickering
Sustainable Transport	<ul style="list-style-type: none"> • Promote the enhanced provision of all forms of sustainable transport (including but not limited to bicycle, pedestrian, public transport, car pooling facilities etc). • Give advice in relation to priorities for sustainable transport within all councils key policy and corporate planning documents and plans. • Provide advice on engineering, enforcement, encouragement and education initiatives related to all aspects of sustainable transport within Manly. • Provide advice on new initiatives relating to sustainable transport. 	Bi Monthly	Thur pm	Clrs Burns C Griffin

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Committee Name	Purpose	Meeting Cycle	Day	Councillors
Waste Management	<p>Act as an advisory body to Council on waste services and education.</p> <p>Make recommendations to Council, other Committees of Council and the community on a broad range of waste matters identified by the Management Plan, Zero Waste Strategy, Little Avoidance and other sources.</p>	Every 6 weeks	Wed am	<p>Clrs Aird C Griffin</p>
Manly Lagoon Catchment Management Advisory	<p>The Manly Lagoon Catchment Management Advisory Committee advises Council's the ongoing management and coordination of the integrated catchment management strategy. Responsibility for the lagoon catchment is shared between Manly and Warringah Councils and Sydney Water and various environmental related government agencies are all stakeholders on the committee.</p> <p>Manly and Warringah Council's take it in turns to host and minute the meetings. This responsibility is currently with Manly Council and will come back to Manly Council over the next year.</p>	Quarterly	Thur pm	<p>Clrs Bingham Burns</p>
SHOROC Sub-Committee - Kimbriki Resource Recovery Centre	<p>The Community and the four SHOROC Councils (Manly, Pittwater, Warringah and Mosman) have direct input to Kimbriki's activities through this Sub Committee. Formed under the auspices of SHOROC the Kimbriki Community Sub Committee consists of eight members, four being Councillors and four community representatives from each of the member Councils.</p>	Quarterly	Wed pm	<p>Clrs Aird C Griffin</p>