

ADMINISTRATION AND FINANCE COMMITTEE MEETING

BUSINESS PAPER

TUESDAY 2 DECEMBER 2008

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25 November 2008

ADMINISTRATION AND FINANCE COMMITTEE MEETING

Notice is hereby given that a Administration and Finance Committee Meeting of the Council of the City of Randwick will be held in the Council Chamber, Town Hall, 90 Avoca Street, Randwick, on Tuesday, 2 December 2008 at 6:30 p.m.

Committee Members: The Mayor, B Notley-Smith, Andrews, Belleli, Bowen, Hughes (Chairperson), Matson, Matthews, Nash (Deputy Chairperson), Procopiadis, Seng, Smith, Stevenson, Tracey, White and Woodsmith.

Quorum: Eight (8) members.

NOTE: At the Extraordinary Meeting held on 28 September 2004, the Council resolved that the Administration and Finance Committee be constituted as a committee with full delegation to determine matters on the agenda.

Apologies/Granting of Leave of Absences

Confirmation of the Minutes

Administration and Finance Committee Meeting - 11 November 2008

Declarations of Pecuniary and Non-Pecuniary Interests

Address of Committee by Members of the Public

Urgent Business

Administration Reports

Nil

Finance Reports

F23/08	Monthly Financial Report as at 31 October 2008.....	1
F24/08	Contingency Fund - Status as at 21 November 2008.....	9

Closed Session

Nil

Notices of Rescission Motions

Nil

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Ray Brownlee
GENERAL MANAGER

Finance Report No. F23/08



Subject: Monthly Financial Report as at 31 October 2008

Folder No: F2008/00087

Author: Caroline Foley, Manager Corporate & Financial Planning

Introduction

Section 202 of *Local Government (General) Regulation 2005* requires that the responsible accounting officer of a council must:

- a) establish and maintain a system of budgetary control that will enable the council's actual income and expenditure to be monitored each month and to be compared with the estimate of the council's income and expenditure, and
- b) if any instance arises where the actual income or expenditure of the council is materially different from its estimated income or expenditure, report the instance to the next meeting of the council.

Issues

This report provides the financial results of Council as at 31 October 2008. Attachment 1 summarises Council's Financial Performance and its Source and Application of Funds. It also summarises the operating result for each of Council's principal activities. Attachment 2 details the financial position of Council as at 31 October 2008.

Relationship to City Plan

The relationship with the City Plan is as follows:

- Outcome 1: Leadership in Sustainability.
Direction 1c: Long term financial viability is achieved.

Financial impact statement

There is no direct financial impact for this matter.

Conclusion

Council's Director Governance & Financial Services as the responsible accounting officer, advises that the projected financial position is satisfactory.

Recommendation

That the monthly financial reports as at 31 October 2008 be noted.

Attachment/s:

1. Income Statements and Source & Application of Funds
2. Balance Sheet

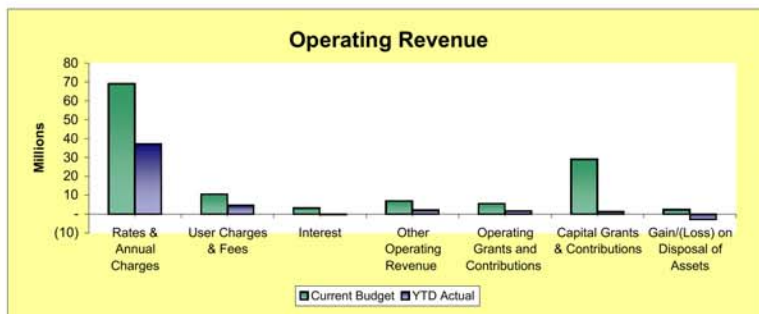
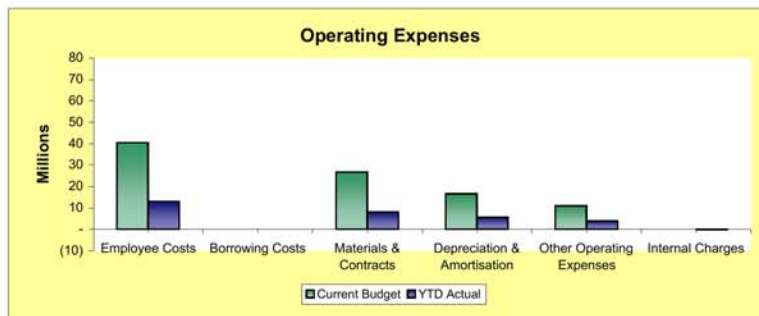
F23/08



**RANDWICK CITY COUNCIL
INCOME STATEMENT
AS AT
31 OCTOBER 2008**

% OF YEAR EXPIRED AT 31 October 2008	33.33%
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	Original Budget (\$'000s)	Current Budget (\$'000s)	YTD Actual (\$'000s)	% of Budget Spent/Earned
EXPENSES FROM CONTINUING OPERATIONS				
Employee Costs	40,465	40,478	13,048	32.24%
Borrowing Costs	1	1	-	0.00%
Materials & Contracts	25,046	26,704	8,065	30.20%
Depreciation & Amortisation	16,567	16,567	5,542	33.45%
Other Operating Expenses	10,947	10,960	3,889	35.48%
Internal Charges	-	-	(41)	N/A
Total Expenses from Continuing Operations	93,026	94,709	30,504	32.21%
REVENUE FROM CONTINUING OPERATIONS				
Rates & Annual Charges	69,090	69,090	37,025	53.59%
User Charges & Fees	10,546	10,546	4,643	44.02%
Interest	3,200	3,200	(150)	-4.69%
Other Operating Revenue	6,982	6,982	2,147	30.75%
Operating Grants and Contributions	5,603	5,603	1,662	29.67%
Capital Grants & Contributions	28,855	29,035	1,240	4.27%
Gain/(Loss) on Disposal of Assets	2,315	2,315	(2,789)	-120.48%
Total Revenue from Continuing Operations	126,591	126,771	43,778	34.53%
Net Operating Result - Surplus/(Deficit)	33,565	32,062	13,274	
FUNDING STATEMENT				
SOURCE OF FUNDS				
Surplus (Deficit) from Operations - Accrual	33,565	32,062	13,274	41.40%
Add Back Non-Funded Transactions included in Operations above				
- Depreciation	16,567	16,567	5,542	33.45%
- Sales of Assets (Book Value)	-	-	3,737	N/A
- Transfer from Internal Reserves	4,974	9,193	3,616	39.33%
- Transfer from External Reserves	5,377	8,174	7,462	91.28%
- Unrealised Gain/Loss on Market Value of Investments	-	-	1,129	N/A
Net Funds Available	60,483	65,997	34,759	52.67%
APPLICATION OF FUNDS				
Assets Acquired	53,593	59,107	7,783	13.17%
Transfer to Internal Reserves	3,992	3,992	1,225	30.67%
Transfer to External Reserves	2,794	2,794	22,041	788.75%
Total Funds Applied	60,379	65,893	31,048	47.12%
Total Funds Surplus/(Deficit)	104	104	3,711	



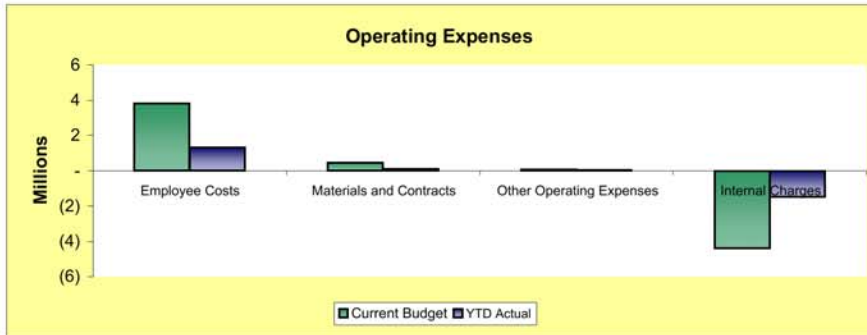
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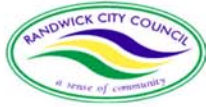
**OFFICE OF THE GENERAL MANAGER
INCOME STATEMENT
AS AT
31 OCTOBER 2008**

% OF YEAR EXPIRED AT 31 October 2008	33.33%
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	Original Budget (\$'000s)	Current Budget (\$'000s)	YTD Actual (\$'000s)	% of Budget Spent/Earned
EXPENSES FROM CONTINUING OPERATIONS				
Employee Costs	3,832	3,832	1,295	33.79%
Materials and Contracts	461	461	97	21.14%
Other Operating Expenses	60	60	15	24.86%
Internal Charges	(4,387)	(4,387)	(1,462)	33.33%
Total Expenses from Continuing Operations	(34)	(34)	(55)	161.81%
REVENUE FROM CONTINUING OPERATIONS				
Other Operating Revenue	-	-	12	N/A
Operating Grants & Contributions	-	-	4	N/A
Total Revenue from Continuing Operations	-	-	16	N/A
Net Operating Result - Surplus/(Deficit)	34	34	71	
CAPITAL PURCHASES (NOT INCLUDED IN COSTS ABOVE)				
CAPITAL PURCHASES				
Total Capital Purchases	-	-	-	



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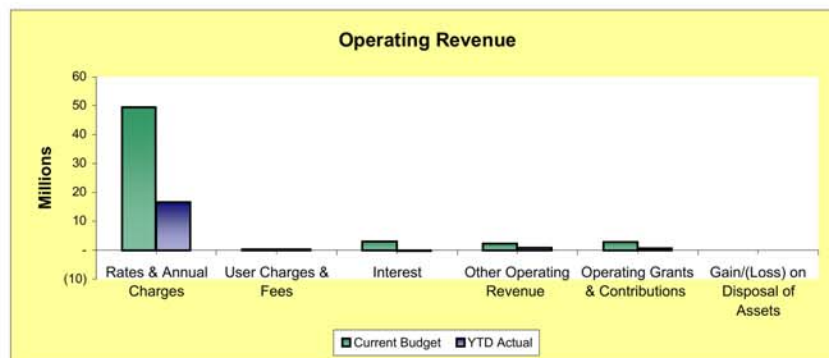
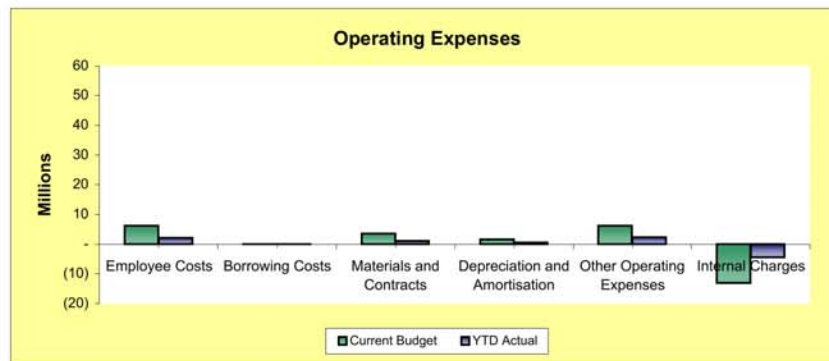


**GOVERNANCE & FINANCIAL SERVICES
INCOME STATEMENT
AS AT
31 OCTOBER 2008**

% OF YEAR EXPIRED AT 31 October 2008	33.33%
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	Original Budget (\$'000s)	Current Budget (\$'000s)	YTD Actual (\$'000s)	% of Budget Spent/Earned
EXPENSES FROM CONTINUING OPERATIONS				
Employee Costs	6,097	6,097	2,054	33.69%
Borrowing Costs	1	1	-	0.00%
Materials and Contracts	3,533	3,604	1,039	28.84%
Depreciation and Amortisation	1,577	1,577	523	33.15%
Other Operating Expenses	6,151	6,151	2,376	38.63%
Internal Charges	(13,070)	(13,070)	(4,357)	33.34%
Total Expenses from Continuing Operations	4,290	4,361	1,636	37.51%
REVENUE FROM CONTINUING OPERATIONS				
Rates & Annual Charges	49,518	49,518	16,741	33.81%
User Charges & Fees	426	426	250	58.66%
Interest	3,185	3,185	(165)	-5.18%
Other Operating Revenue	2,338	2,338	876	37.45%
Operating Grants & Contributions	2,772	2,772	611	22.05%
Gain/(Loss) on Disposal of Assets	-	-	(1)	N/A
Total Revenue from Continuing Operations	58,240	58,240	18,312	31.44%
Net Operating Result - Surplus/(Deficit)	53,950	53,879	16,676	
CAPITAL PURCHASES (NOT INCLUDED IN COSTS ABOVE)				
Total Capital Purchases	624	1,128	141	12.47%
<i>Detail as following:</i>				
IT Capital Projects	556	1,059	138	13.01%
IT Equipment	68	68	3	4.11%

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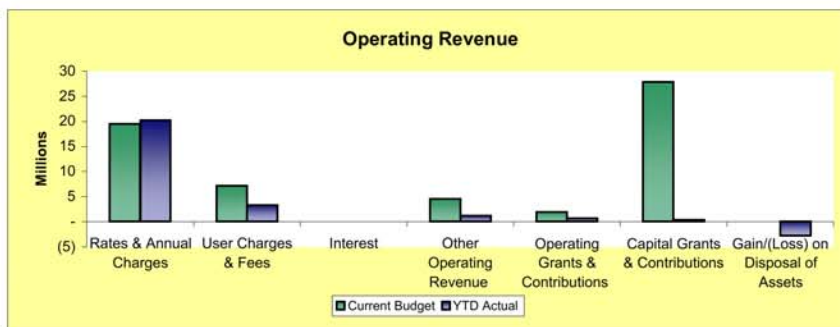
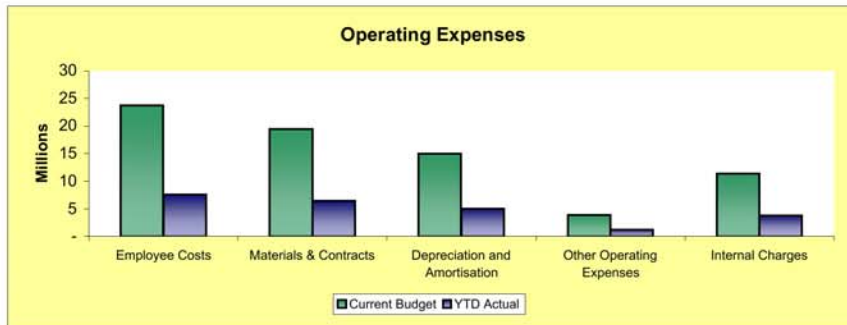


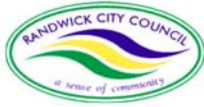
**CITY SERVICES
INCOME STATEMENT
AS AT
31 OCTOBER 2008**

% OF YEAR EXPIRED AT 31 October 2008	33.33%
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	Original Budget (\$'000s)	Current Budget (\$'000s)	YTD Actual (\$'000s)	% of Budget Spent/Earned
EXPENSES FROM CONTINUING OPERATIONS				
Employee Costs	23,758	23,758	7,558	31.81%
Materials & Contracts	18,998	19,486	6,472	33.21%
Depreciation and Amortisation	14,988	14,988	5,018	33.48%
Other Operating Expenses	3,830	3,835	1,246	32.48%
Internal Charges	11,347	11,347	3,749	33.04%
Total Expenses from Continuing Operations	72,921	73,414	24,042	32.75%
REVENUE FROM CONTINUING OPERATIONS				
Rates & Annual Charges	19,572	19,572	20,284	103.64%
User Charges & Fees	7,103	7,103	3,350	47.17%
Interest	15	15	15	94.92%
Other Operating Revenue	4,579	4,579	1,182	25.81%
Operating Grants & Contributions	1,954	1,954	717	36.72%
Capital Grants & Contributions	27,655	27,835	368	1.32%
Gain/(Loss) on Disposal of Assets	-	-	(2,788)	N/A
Total Revenue from Continuing Operations	60,878	61,058	23,128	37.88%
Net Operating Result - Surplus/(Deficit)	(12,042)	(12,355)	(914)	
CAPITAL PURCHASES (NOT INCLUDED IN COSTS ABOVE)				
Total Capital Purchases	52,650	57,357	7,505	13.08%
<i>Detail as following:</i>				
Office Equipment, Furniture and Fittings	15	15	4	24.93%
Des Renford Aquatic Centre	-	115	6	5.02%
Library Resource	378	378	108	28.51%
Plant & Equipment Purchases	4,764	5,003	1,665	33.27%
Contaminated Site Management	2,350	3,363	1,574	46.79%
Vehicular Access	600	634	183	28.92%
Parks Construction Projects	6,503	8,747	1,315	15.03%
Roads Construction Projects	11,314	12,235	2,144	17.52%
Drainage Construction Projects	1,144	1,177	6	0.49%
Building Construction Projects	25,582	25,673	296	1.15%
Other Capital Purchases	-	16	206	1290.68%

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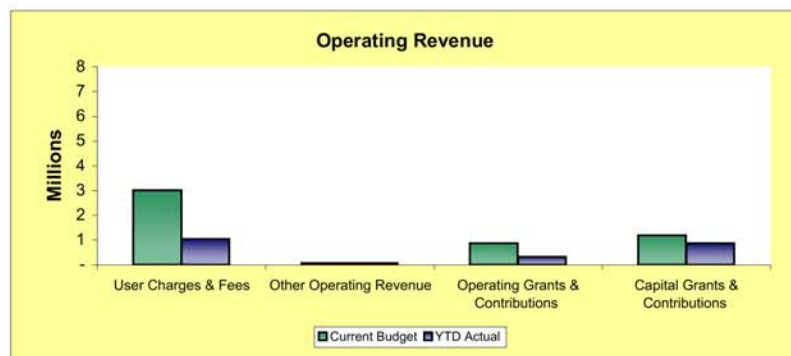
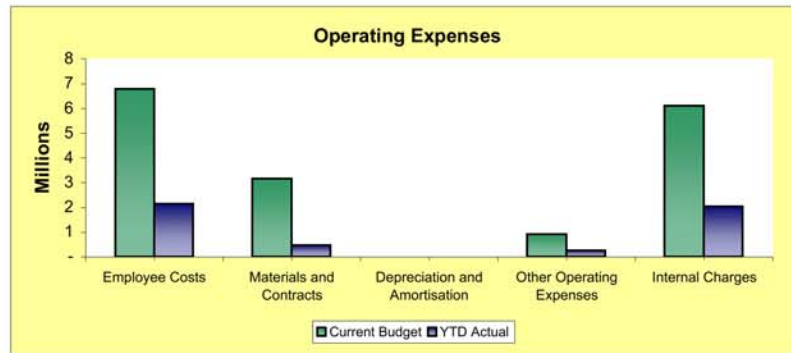


**CITY PLANNING
INCOME STATEMENT
AS AT
31 OCTOBER 2008**

% OF YEAR EXPIRED AT 31 October 2008	33.33%
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	Original Budget (\$'000s)	Current Budget (\$'000s)	YTD Actual (\$'000s)	% of Budget Spent/Earned
EXPENSES FROM CONTINUING OPERATIONS				
Employee Costs	6,778	6,790	2,141	31.53%
Materials and Contracts	2,054	3,152	456	14.48%
Depreciation and Amortisation	1	1	2	144.50%
Other Operating Expenses	907	915	252	27.59%
Internal Charges	6,110	6,110	2,030	33.23%
Total Expenses from Continuing Operations	15,850	16,969	4,881	28.77%
REVENUE FROM CONTINUING OPERATIONS				
User Charges & Fees	3,017	3,017	1,043	34.56%
Other Operating Revenue	65	65	78	119.66%
Operating Grants & Contributions	876	876	329	37.58%
Capital Grants & Contributions	1,200	1,200	872	72.66%
Total Revenue from Continuing Operations	5,158	5,158	2,322	45.01%
Net Operating Result - Surplus/(Deficit)	(10,691)	(11,810)	(2,560)	
CAPITAL PURCHASES (NOT INCLUDED IN COSTS ABOVE)				
Capital Purchases				
Total Capital Purchases	318	622	137	22.06%
<i>Detail as following:</i>				
Office Equipment, Furniture and Fittings	4	4	-	0.00%
Sustaining Our City Capital Projects	314	618	137	22.20%

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**RANDWICK CITY COUNCIL
BALANCE SHEET
AS AT
31 OCTOBER 2008**

	Actual as at 30 June 2008 (\$'000s)	Actual as at 31 October 2008 (\$'000s)
CURRENT ASSETS		
Cash, Cash Equivalents & Investments	37,792	39,930
Receivables	4,339	12,429
Inventories	363	304
Other	127	1,644
TOTAL CURRENT ASSETS	42,621	54,307
NON-CURRENT ASSETS		
Investments		
Receivables		
Infrastructure, Property, Plant & Equipment	2,055,394	2,053,740
TOTAL NON-CURRENT ASSETS	2,055,394	2,053,740
TOTAL ASSETS	2,098,015	2,108,047
CURRENT LIABILITIES		
Payables	10,667	7,278
Provisions & Prepayments	13,627	13,774
TOTAL CURRENT LIABILITIES	24,294	21,052
NON-CURRENT LIABILITIES		
Payables		
Provisions & Prepayments	129	129
TOTAL NON-CURRENT LIABILITIES	129	129
TOTAL LIABILITIES	24,423	21,181
NET ASSETS	2,073,592	2,086,866
EQUITY		
Retained Earnings	1,952,729	1,966,003
Revaluation Reserves	120,863	120,863
TOTAL EQUITY	2,073,592	2,086,866

F23/08

Finance Report No. F24/08



Subject: Contingency Fund - Status as at 21 November 2008

Folder No: F2004/07396

Author: Julie Hartshorn, Senior Administrative Coordinator

Introduction

The purpose of this report is to detail the progressive amount of donations, allocations, waiving of fees and other similar contributions for the 2008/09 financial year.

Issues

In the 2008/09 financial year there have been 33 allocations totalling \$136,315.89 as listed in the table below.

MEETING	DETAILS	NET COST TO COUNCIL
Ordinary Council – 27 June 2006	<u>Annual contribution</u> – Waiving of Greenwaste Disposal Fees or the Guriwal Aboriginal Community at La Perouse	\$6,500.00
Ordinary Council – 27 June 2006	<u>Annual contribution</u> - Waiving of fees for Special Rubbish Pick Up Service – Ronald McDonald House	\$650.00
Ordinary Council – 25 July 2006	<u>Annual contribution</u> (3 years from 2006/07) - SSROC East Timor Partnership	\$4,000.00
Ordinary Council – 26 Sept 2006	<u>Annual contribution</u> (7 years from 2006/07) Interest foregone on interest free loan - Coogee Surf Life Saving Club renovations	\$4,500.00
Ordinary Council – 22 Aug 2006	<u>Annual contribution</u> - Sydney Body Art Ride	\$3,000.00
Ordinary Council - 22 Apr 2008	Waiving of fees - Cana Ball - for use of the Town Hall	\$1,410.00
Ordinary Council - 22 Apr 2008	Financial assistance - Randwick City Tourism Sports Coast flags	\$2,780.00
Ordinary Council - 27 May 2008	Waiving of fees - use of Munda Street Community Centre by Sydney Multicultural Community Services	\$273.00
Ordinary Council - 24 June 2008	Donation - Fred Hollows Foundation	\$3,750.00
Ordinary Council - 24 June 2008	Sponsorship - 2008 Children's Circus Spectacular for Disadvantaged Children	\$500.00
Ordinary Council - 24 June 2008	Financial assistance - 9th Annual Des Renford Chair of Heart Research Family Gala - use of DRAC	\$7,500.00
Ordinary Council - 22 July 2008	Financial assistance - Laurie Lawrence 'Kids Alive Do the Five' drowning prevention campaign	\$4,000.00
Ordinary Council - 22 July 2008	Financial assistance - NRMA CareFlight Charity Fund-Raiser "Movie Mania"	\$300.00
Ordinary Council - 22 July 2008	Financial assistance - Randwick Girls and Boys High Schools - 2008 Rock Eisteddfod	\$5,000.00

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MEETING	DETAILS	NET COST TO COUNCIL
Ordinary Council – 26 Aug 2008	Waiving of fees - Gracepoint Christian Church - Clean Up Australia Day	\$8,524.75
Ordinary Council – 26 Aug 2008	Waiving of fees - Maroubra Chamber of Commerce - Market Day, Fun Run and Oktoberfest	\$4,559.00
Ordinary Council – 26 Aug 2008	Waiving of fees - Maroubra Surf Club - Use of Des Renford Aquatic Centre	\$2,220.00
Ordinary Council – 26 Aug 2008	Donation - Karitane 3rd Annual Charity Golf Day	\$500.00
Ordinary Council – 26 Aug 2008	Waiving of fees - St Spyridons College - banner	\$2,904.00
Ordinary Council – 26 Aug 2008	Waiving of fees - The Progressive Community of Agiassos - Use of Town Hall	\$4,160.00
Ordinary Council – 26 Aug 2008	Donation - Tibet to Nepal Bike Ride	\$500.00
Ordinary Council – 21 October 2008	Waiving of fees – South Maroubra Surf Life Saving Club - Randwick Shield and South Maroubra Junior Carnival	\$1,853.20
Ordinary Council – 21 October 2008	East Timorese Scholarships - interpreter expenses	\$12,000.00
Ordinary Council – 21 October 2008	Waiving of fees - South Maroubra Village Green Art Show	\$235.00
Ordinary Council – 21 October 2008	Waiving of fees - Rainbow Club Australia Inc - Ocean Swim	\$1,128.50
Ordinary Council – 21 October 2008	Waiving of fees - Coogee Family Fun Day - Goldstein Reserve	\$18,936.30
Ordinary Council – 21 October 2008	Waiving of fees - Brigidine College Randwick - banner	\$1,777.00
Ordinary Council – 21 October 2008	Rick Pendelton - Des Renford Aquatic Centre - Waiving of Fees	\$6,960.00
Ordinary Council – 21 October 2008	Waiving of fees - St Mark's Anglican Church, Malabar - Carols by Candlelight	\$8,431.54
Ordinary Council – 21 October 2008	Waiving of fees - St Paul's Anglican Church, Coogee - Carols by Candlelight	\$1,114.10
Ordinary Council – 21 October 2008	Waiving of fees - Matraville Chamber of Commerce - Carols by Candlelight	\$8,624.20
Ordinary Council – 21 October 2008	Waiving of fees - Express Glass Island Challenge	\$1,725.30
Ordinary Council – 21 October 2008	Wassell Street Reserve Community Planting	\$6,000.00
TOTAL:		\$136,315.89

The amounts shown in the table above reflect the net cost to Council in providing the donation, grant or assistance. The GST, where applicable, has not been shown because it will be claimed back from the Australian Taxation Office.

It should be noted that this report does not include any contingency funds allocated at the 25 November, 2008 Council Meeting as this report was prepared prior to the November Ordinary Council Meeting.

Relationship to City Plan

The relationship with the City Plan is as follows:

Outcome 2: A vibrant and diverse community.

- Our community will be proud to be part of our City and celebrate its range of cultures and people.
- Direction 2b: Enrich our range of community services that meet our community's needs.
- Key Actions: Support the provision of services and facilities to meet the needs of our Target Groups and celebrate the range of cultures and people within Randwick City.

Financial impact statement

Council has allocated \$140,000 in the 2008/09 budget for contingencies.

Recommendation

That the report be received and noted.

Attachment/s:

Nil

F24/08