

ADMINISTRATION AND FINANCE COMMITTEE MEETING

BUSINESS PAPER

TUESDAY 10 MARCH 2009

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3 March 2009

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, 10 March 2009 at 6:00 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 - 10 February 2009

Declarations of Pecuniary and Non-Pecuniary Interests

Address of Committee by Members of the Public

Urgent Business

Administration Reports

Nil

Finance Reports

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Closed Session

Nil

Notices of Rescission Motions

Nil

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Ray Brownlee
GENERAL MANAGER

Finance Report No. F4/09



Subject: Monthly Financial Report as at 31 January 2009

Folder No: F2008/00495

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 January 2009. 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 January 2009.

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 January 2009 be noted.

Attachment/s:

1. Income Statements and Source & Application of Funds - Jan 2009
2. Balance Sheet - January 2009

F4/09



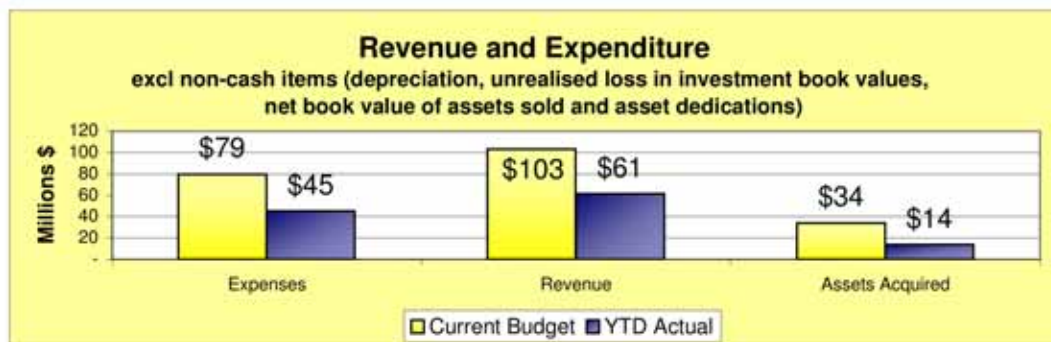
INCOME STATEMENT

for the financial year as at 31 JANUARY 2009

% OF YEAR EXPIRED AT 31 Jan 2009	58%
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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	40,587	22,684	55.89%
Borrowing Costs	1	1		3.70%
Materials & Contracts	25,046	27,851	15,657	56.22%
Depreciation & Amortisation	16,567	16,567	10,040	60.60%
Other Operating Expenses	10,947	11,036	6,735	61.03%
Internal Charges	-	(9)	(41)	470.58%
Total Expenses from Continuing Operations	93,026	96,033	55,076	57.35%
REVENUE FROM CONTINUING OPERATIONS				
Rates & Annual Charges	69,090	69,337	41,213	59.44%
User Charges & Fees	10,546	11,035	7,217	65.40%
Interest	3,200	3,070	(94)	-3.05%
Other Operating Revenue	6,982	7,056	3,722	52.75%
Operating Grants and Contributions	5,603	5,953	4,391	73.76%
Capital Grants & Contributions	3,308	3,831	1,636	42.71%
Assets Dedicated	25,547	25,547	-	0.00%
Gain/(Loss) on Disposal of Assets	2,315	2,793	(2,959)	-105.94%
Total Revenue from Continuing Operations	126,592	128,622	55,126	42.86%
Net Operating Result - Surplus/ (Deficit)	33,566	32,589	50	
FUNDING STATEMENT				
SOURCE OF FUNDS				
Surplus (Deficit) from Operations - Accrual	33,566	32,589	50	0.15%
Add Back Non-Funded Transactions included in Operations above				
- Depreciation	16,567	16,567	10,040	60.60%
- Sales of Assets (Book Value)	-	-	4,432	N/A
- Transfer from Internal Reserves	4,974	9,300	6,051	65.07%
- Transfer from External Reserves	25,717	28,711	12,351	43.02%
- Unrealised Gain/Loss on Market Value of Investment	-	-	1,812	N/A
Net Funds Available	80,823	87,167	34,736	39.85%
APPLICATION OF FUNDS				
Assets Acquired	28,045	34,230	13,756	40.19%
Assets Dedicated	25,547	25,547	-	0.00%
Transfer to Internal Reserves	3,992	3,996	3,604	90.19%
Transfer to External Reserves	23,134	23,381	14,157	60.55%
Total Funds Applied	80,719	87,155	31,517	36.16%
Total Funds Surplus/ (Deficit)	104	12	3,219	

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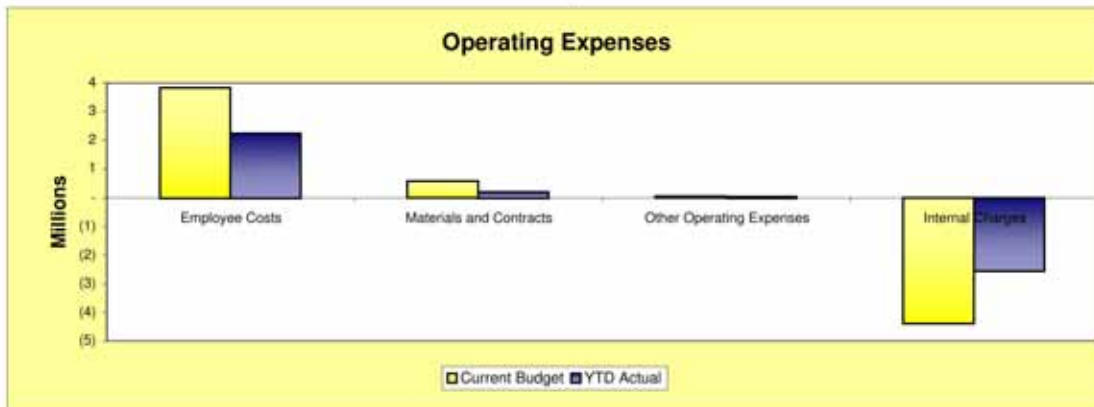




**OFFICE OF THE GENERAL MANAGER
INCOME STATEMENT**
for the financial year as at 31 JANUARY 2009

% OF YEAR EXPIRED AT 31 Jan 2009	58%
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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	3,836	2,225	58.00%
Materials and Contracts	461	591	213	36.05%
Other Operating Expenses	60	60	44	73.63%
Internal Charges	(4,387)	(4,387)	(2,559)	58.33%
Total Expenses from Continuing Operations	(34)	100	(77)	-77.40%
REVENUE FROM CONTINUING OPERATIONS				
Operating Grants & Contributions	-	4	31	748.54%
Total Revenue from Continuing Operations	-	4	31	748.54%
Net Operating Result - Surplus/ (Deficit)	34	(96)	108	
CAPITAL PURCHASES (NOT INCLUDED IN COSTS ABOVE)				
CAPITAL PURCHASES				
Total Capital Purchases	-	-	-	



F4/09



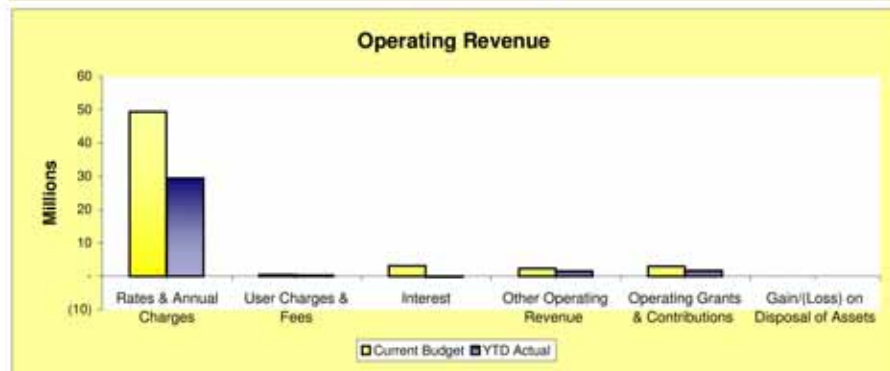
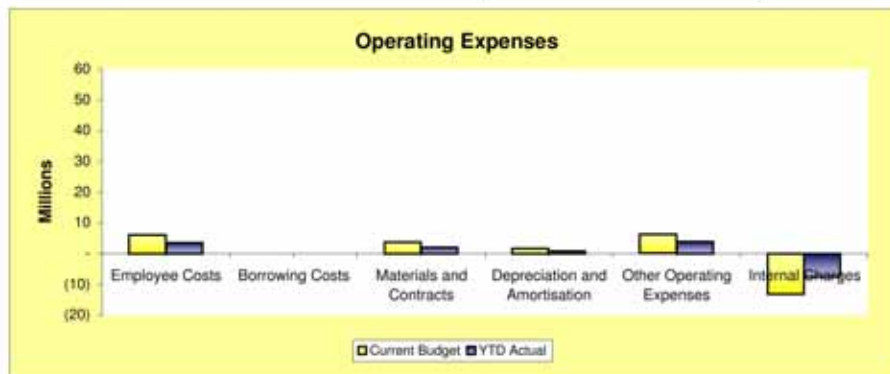
GOVERNANCE & FINANCIAL SERVICES INCOME STATEMENT

for the financial year as at 31 JANUARY 2009

% OF YEAR EXPIRED AT 31 Jan 2009	58%
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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	3,605	59.13%
Borrowing Costs	1	1	1	3.70%
Materials and Contracts	3,533	3,720	1,943	52.24%
Depreciation and Amortisation	1,577	1,577	906	57.44%
Other Operating Expenses	6,151	6,154	3,975	64.59%
Internal Charges	(13,070)	(13,070)	(7,576)	57.97%
Total Expenses from Continuing Operations	4,290	4,479	2,853	63.70%
REVENUE FROM CONTINUING OPERATIONS				
Rates & Annual Charges	49,518	49,518	29,347	59.26%
User Charges & Fees	426	501	337	67.17%
Interest	3,185	3,055	(122)	-3.98%
Other Operating Revenue	2,338	2,387	1,457	61.06%
Operating Grants & Contributions	2,772	2,949	1,722	58.39%
Gain/(Loss) on Disposal of Assets	-	-	(1)	N/A
Total Revenue from Continuing Operations	58,240	58,410	32,740	56.05%
Net Operating Result - Surplus/ (Deficit)	53,950	53,931	29,887	
CAPITAL PURCHASES (NOT INCLUDED IN COSTS ABOVE)				
CAPITAL PURCHASES				
Total Capital Purchases	624	1,130	326	28.81%
<i>Detail as following:</i>				
IT Capital Projects	556	1,061	322	30.37%
IT Equipment	68	68	3	4.11%

F4/09



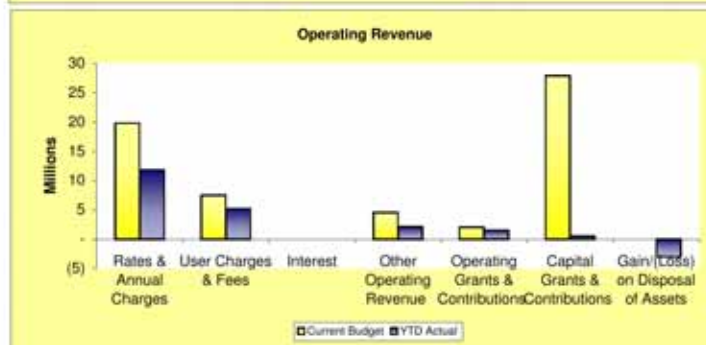
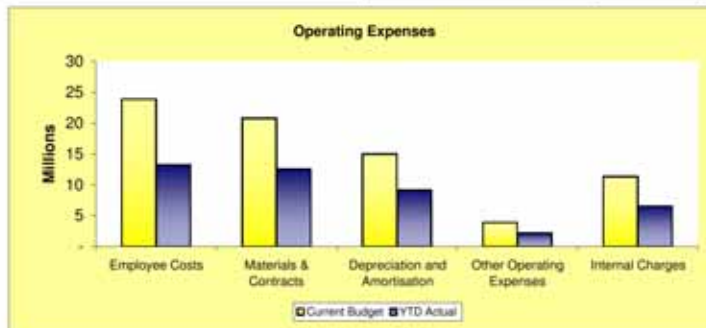


CITY SERVICES INCOME STATEMENT

for the financial year as at 31 JANUARY 2009

% OF YEAR EXPIRED AT 31 Jan 2009	58%
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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	23,864	13,205	55.33%
Materials & Contracts	18,998	20,778	12,555	60.42%
Depreciation and Amortisation	14,988	14,988	9,131	60.92%
Other Operating Expenses	3,830	3,897	2,151	55.18%
Internal Charges	11,347	11,338	6,543	57.71%
Total Expenses from Continuing Operations	72,921	74,866	43,585	58.22%
REVENUE FROM CONTINUING OPERATIONS				
Rates & Annual Charges	19,572	19,818	11,866	59.87%
User Charges & Fees	7,103	7,509	5,217	69.47%
Interest	15	15	28	181.64%
Other Operating Revenue	4,579	4,579	2,153	47.02%
Operating Grants & Contributions	1,954	2,069	1,582	76.50%
Capital Grants & Contributions	27,655	27,915	531	1.90%
Gain/(Loss) on Disposal of Assets	-	-	(2,972)	N/A
Total Revenue from Continuing Operations	60,878	61,906	18,405	29.73%
Net Operating Result - Surplus/ (Deficit)				
	(12,042)	(12,960)	(25,179)	
CAPITAL PURCHASES (NOT INCLUDED IN COSTS ABOVE)				
CAPITAL PURCHASES				
Total Capital Purchases	52,650	57,613	12,971	22.51%
<i>Detail as following:</i>				
Office Equipment, Furniture and Fittings	15	18	4	24.11%
Des Renford Aquatic Centre	-	115	11	9.51%
Library Resources	378	382	168	44.03%
Plant & Equipment Purchases	4,764	5,089	2,703	53.12%
Contaminated Site Management	2,350	3,363	1,633	48.54%
Vehicular Access	600	634	274	43.14%
Parks Construction Projects	6,503	8,761	2,356	26.90%
Roads Construction Projects	11,314	11,551	4,323	37.42%
Drainage Construction Projects	1,144	1,177	139	11.80%
Building Construction Projects	35	236	687	291.00%
Asset Dedications	25,547	25,547	-	0.00%
Other Capital Purchases	-	739	673	91.01%



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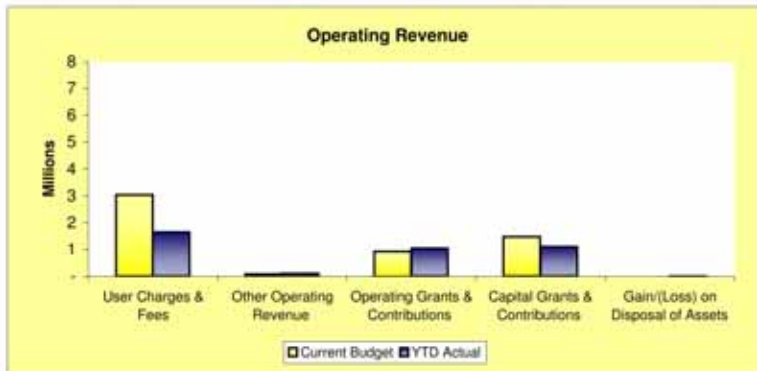
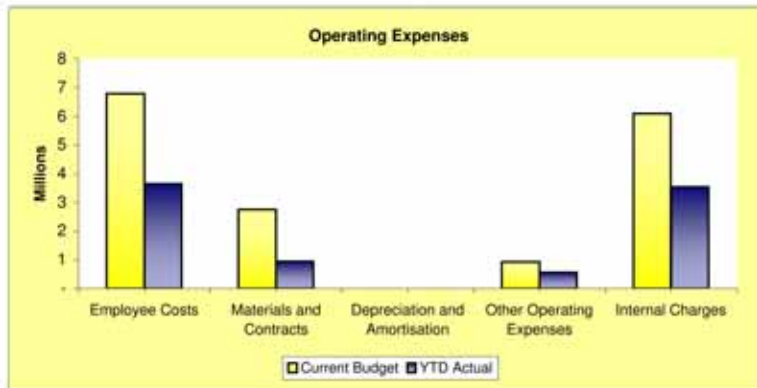
CITY PLANNING INCOME STATEMENT

for the financial year as at 31 JANUARY 2009

% OF YEAR EXPIRED AT 31 Jan 2009	58%
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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	3,649	53.74%
Materials and Contracts	2,054	2,763	946	34.23%
Depreciation and Amortisation	1	1	3	252.83%
Other Operating Expenses	907	924	565	61.13%
Internal Charges	6,110	6,110	3,552	58.13%
Total Expenses from Continuing Operations	15,850	16,588	8,715	52.54%
REVENUE FROM CONTINUING OPERATIONS				
User Charges & Fees	3,017	3,025	1,663	54.98%
Other Operating Revenue	65	90	112	123.92%
Operating Grants & Contributions	876	931	1,055	113.33%
Capital Grants & Contributions	1,200	1,463	1,105	75.56%
Gain/(Loss) on Disposal of Assets	-	-	14	N/A
Total Revenue from Continuing Operations	5,158	5,509	3,949	71.68%
Net Operating Result - Surplus/ (Deficit)	(10,691)	(11,080)	(4,766)	
CAPITAL PURCHASES (NOT INCLUDED IN COSTS ABOVE)				
Capital Purchases				
Total Capital Purchases	318	1,035	151	14.63%
<i>Detail as following:</i>				
Office Equipment, Furniture and Fittings	4	-	-	N/A
Sustaining Our City Capital Projects	314	1,035	151	14.63%

F4/09





BALANCE SHEET

for the financial year as at 31 JANUARY 2009

	Actual as at 30 June 2008 (\$'000s)	Actual as at 31 January 2009 (\$'000s)
CURRENT ASSETS		
Cash, Cash Equivalents & Investments	37,792	37,152
Receivables	4,339	1,622
Inventories	363	317
Other	127	1,029
TOTAL CURRENT ASSETS	42,621	40,120
NON-CURRENT ASSETS		
Infrastructure, Property, Plant & Equipment	2,055,394	2,054,213
TOTAL NON-CURRENT ASSETS	2,055,394	2,054,213
TOTAL ASSETS	2,098,015	2,094,333
CURRENT LIABILITIES		
Payables	10,667	6,946
Provisions & Prepayments	13,627	13,616
TOTAL CURRENT LIABILITIES	24,294	20,562
NON-CURRENT LIABILITIES		
Provisions & Prepayments	129	129
TOTAL NON-CURRENT LIABILITIES	129	129
TOTAL LIABILITIES	24,423	20,691
NET ASSETS	2,073,592	2,073,642
EQUITY		
Retained Earnings	1,952,729	1,952,779
Revaluation Reserves	120,863	120,863
TOTAL EQUITY	2,073,592	2,073,642

F4/09

Finance Report No. F5/09



Subject: Contingency Fund - Status as at 28 February 2009

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 46 allocations totalling \$138,105.40 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	Financial assistance - Randwick City Tourism Sports Coast flags	\$2,795.00
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 - 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
Ordinary Council - 22 July 2008	Civic Reception – Prince of Wales Hospital	\$2,285.00
Ordinary Council – 26 Aug 2008	Waiving of fees - Gracepoint Christian Church - Clean Up Australia Day	\$2,972.00
Ordinary Council – 26 Aug 2008	Waiving of fees - Maroubra Chamber of Commerce - Market Day, Fun Run and Oktoberfest	\$2,559.00
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

F5/09

Meeting	Details	Net cost to Council
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	\$5,812.00
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	\$16,676.00
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	\$8,352.00
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	\$1,650.00
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
Ordinary Council – 25 November 2008	Waiving of fees - Coogee Surf Carnival	\$814.10
Ordinary Council – 25 November 2008	Waiving of fees - Epiphany Festival, Yarra Bay	\$3,871.80
Ordinary Council – 25 November 2008	Waiving of fees - Tamarama Beach to Clovelly Beach Ocean Swim	\$375.80
Ordinary Council – 25 November 2008	Financial assistance - Australia Day Botany Bay Regatta	\$750.00
Ordinary Council – 25 November 2008	Waiving of fees - Castellorizian Ladies Auxiliary – Bus Hire	\$296.40
Ordinary Council – 25 November 2008	South Maroubra Village Green Carols by Candelight	\$1,274.00
Ordinary Council – 16 December 2008	Financial assistance - Chile Ultra Marathon	\$400.00
Ordinary Council – 16 December 2008	Waiving of fees – Indigenous Athletics Coaching Clinic and Charity Fun Run/Walk	\$834.00
Ordinary Council – 16 December 2008	Financial assistance - Annual Pere Receveur Historic Mass	\$2,675.20
Ordinary Council – 16 December 2008	The Mayor's Medal for Academic Excellence	\$1,500.00
Ordinary Council – 24 Feb 2009	Waiving of fees – Maroubra Swim Club – Maroubra Development Carnival	\$660.00

F5/09

Meeting	Details	Net cost to Council
Ordinary Council – 24 Feb 2009	Waiving of fees – Suring NSW, the Maroubra Surfers Assoc and Southend Boardriders Inc – boardriders competitions	\$8,775.00
Ordinary Council – 24 Feb 2009	Waiving of fees – Maroubra Boardriders Inc	\$4,455.00
Ordinary Council – 24 Feb 2009	Waiving of fees – St Catherine's School banner	\$3,419.00
Ordinary Council – 24 Feb 2009	Donation – Maroubra Bay Public School canteen renovation	\$500.00
Ordinary Council – 24 Feb 2009	Waiving of fees – St Mary-St Joseph Primary School banner	\$1,777.00
Ordinary Council – 24 Feb 2009	Donation – Returned Services League of Australia Coogee Randwick Sub-Branch – hire of public address system for Anzac Day	\$100.00
TOTAL:		\$138,105.40

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.

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 \$162,000 in the 2008/09 budget for contingencies.

Recommendation

That the report be received and noted.

Attachment/s:

Nil

F5/09