

ADMINISTRATION AND FINANCE COMMITTEE MEETING

BUSINESS PAPER

TUESDAY 13 SEPTEMBER 2011

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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, 13 September 2011 at 6:00pm.

Committee Members: The Mayor (M Matson), Andrews, Belleli, Bowen (Chairperson), Hughes, Matthews, Nash (Deputy Chairperson), Notley-Smith, 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 - 9 August 2011

Declarations of Pecuniary and Non-Pecuniary Interests

Address of Committee by Members of the Public

Urgent Business

Administration Reports

Nil

Finance Reports

F18/11	Contingency Fund - status as at 31 August 2011	1
F19/11	Monthly Financial Report as at 31 July 2011.....	3

Notice of Rescission Motions

Nil

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Ray Brownlee
GENERAL MANAGER

Finance Report No. F18/11



Subject: Contingency Fund - status as at 31 August 2011

Folder No: F2007/00638

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 2011-12 financial year.

In the 2011-12 financial year there have been twelve (12) allocations totalling \$59,646.00 as listed in the table below.

Issues

Meeting	Details	Net cost to Council
Ord 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
Extraord Council – 6 Oct 2009	<u>Annual contribution</u> (3 years from 2009-10) Sponsorship - Westpac Life Saver Rescue Helicopter	\$15,000.00
Ord Council – 24 Nov 2009	<u>Annual contribution</u> (5 years 2010-2015) Waiving of fees – Rainbow Club Australia – Ocean Swim (Maroubra to Little Bay)	\$10,820.00
Ord Council – 27 July 2010	<u>Annual contribution</u> (5 years from 2010-11) - Randwick Boys High School - 'Mayor's Award'	\$1,000.00
Ord Council – 22 Feb 2011	<u>Annual contribution</u> (5 years from 2010-11) - Randwick Girls High School - 'Mayor's Award'	\$1,000.00
Ord Council – 24 May 2011	Donation - Randwick Rugby Foundation – Rugby Hall of Fame Event	\$2,000.00
Ord Council – 28 June 2011	Donation - Preparation of Traffic Management Plan – Maroubra Fun Run	\$4,000.00
Ord Council – 28 June 2011	Waiving of fees – Hire of Goldstein Reserve – Randwick City Tourism – Sports Coast Design Event	\$3,826.00
Ord Council – 26 July 2011	Waiving of fees and financial assistance - 11th Annual Des Renford Chair of Hearts Research Family Gala and Charity Day	\$8,500.00
Ord Council – 26 July 2011	Donation – White Ribbon Day - International Day for the Elimination of Violence Against Women	\$1,500.00
Ord Council – 26 July 2011	Financial assistance - Rainbow Child Care Centre – new oven	\$3,500.00
Ord Council – 26 July 2011	Financial assistance - Randwick Boys & Girls High Schools – Combined production	\$4,000.00
TOTAL:		\$59,646.00

Relationship to City Plan

The relationship with the City Plan is as follows:

F18/11

- 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 \$35,000.00 in the 2011-12 Budget for contingencies. This amount will be adjusted, as necessary, in conjunction with quarterly budget reviews.

Recommendation

That the report be received and noted.

Attachment/s:

Nil

F18/11

Finance Report No. F19/11



Subject: Monthly Financial Report as at 31 July 2011

Folder No: F2010/00250

Author: Anna Bashkirova, Management Accountant

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 the Council as at 31 July 2011. Attachment 1 summarises the Council's financial performance and its source and application of funds. It also summarises the operating result for each of the Council's principal activities. Attachment 2 details the financial position of the Council as at 31 July 2011.

Relationship to City Plan

The relationship with the City Plan is as follows:

- Outcome 1: Leadership in Sustainability.
Direction 1b: Council is a leader in the delivery of social, financial and operational activities.

Financial impact statement

There is no direct financial impact for this matter.

Conclusion

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

Recommendation

That the monthly financial reports as at 31 July 2011 be noted.

Attachment/s:

1. Monthly Financial Statements - Income Statements - July 2011
2. Monthly Financial Statements - Balance Sheet July 2011

F19/11



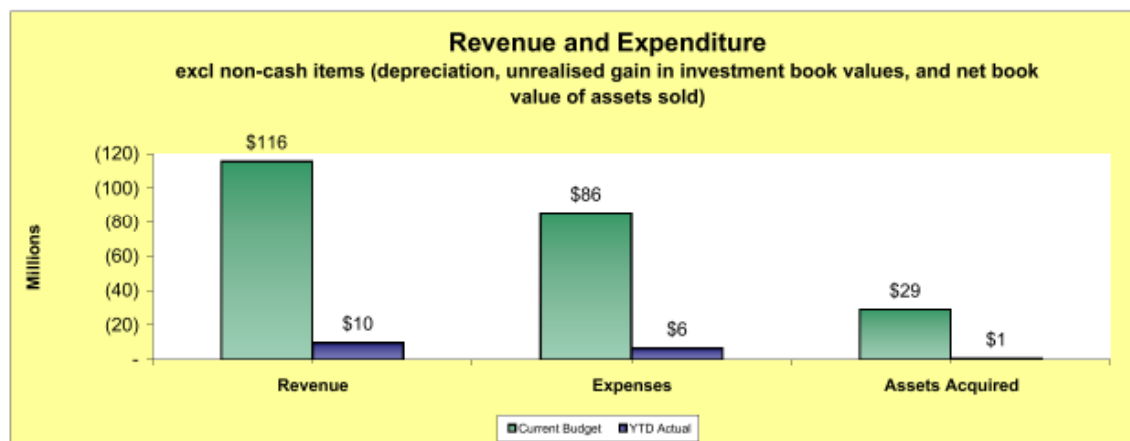
INCOME STATEMENT

for the financial year as at 31 Jul 2011

% OF YEAR EXPIRED AT 31 July 2011	8.2%
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F19/11

	Original Budget (\$'000s)	Current Budget (\$'000s)	YTD Actuals (\$'000s)	% of Budget Spent/Earned
EXPENSES FROM CONTINUING OPERATIONS				
Employee Costs	47,377	47,377	3,943	8.32%
Borrowing Costs	1	1	-	0.00%
Materials & Contracts	26,765	26,765	1,704	6.36%
Depreciation & Amortisation	19,296	19,296	1,608	8.33%
Other Operating Expenses	11,477	11,477	818	7.13%
Internal Charges	(10)	(10)	-	0.00%
Total Expenses from Continuing Operations	104,906	104,906	8,073	7.70%
REVENUE FROM CONTINUING OPERATIONS				
Rates And Annual Charges	83,614	83,614	6,976	8.34%
User Charges And Fees	12,340	12,340	1,471	11.92%
Interest	2,641	2,641	192	7.27%
Other Revenues	6,989	6,989	491	7.03%
Operating Grants and Contributions	5,691	5,691	151	2.65%
Capital Grants and Contributions	4,296	4,296	497	11.56%
Gain/(Loss) on Disposal of Assets	1,631	1,631	-	0.00%
Total Revenue from Continuing Operations	117,201	117,201	9,777	8.34%
Net Operating Result - Surplus/(Deficit)	12,295	12,295	1,704	
FUNDING STATEMENT				
SOURCE OF FUNDS				
Surplus/(Deficit) from Operations - Accrual	12,295	12,295	1,704	13.86%
Add Back Non-Funded Transactions included in Operations above				
- Depreciation	19,296	19,296	1,608	8.33%
- Transfer from Internal Reserves	7,152	7,152	198	2.77%
- Transfer from External Reserves	30,972	30,972	1,728	5.58%
- Unrealised Gain/(Loss) on Market Value of Investments	-	-	(40)	-
Net Funds Available	69,715	69,715	5,199	7.46%
APPLICATION OF FUNDS				
Assets Acquired	28,987	28,987	616	2.12%
Transfer to Internal Reserves	10,384	10,384	561	5.41%
Transfer to External Reserves	30,339	30,339	1,774	5.85%
Total Funds Applied	69,710	69,710	2,951	4.23%
Total Funds Surplus/(Deficit)	5	5	2,247	



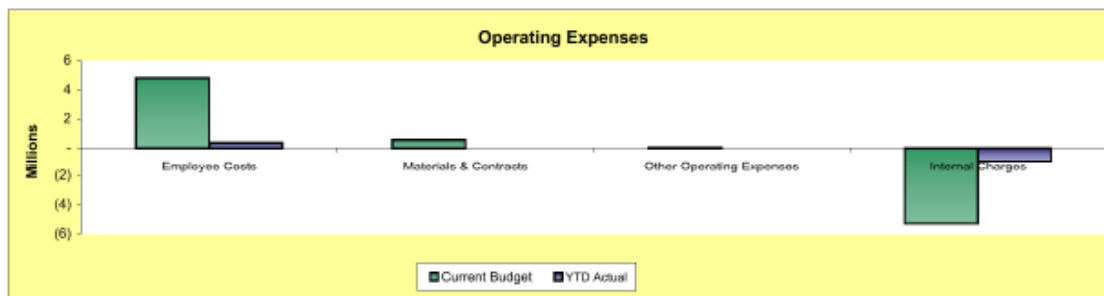


OFFICE OF THE GENERAL MANAGER INCOME STATEMENT

for the financial year as at 31 Jul 2011

% OF YEAR EXPIRED AT 31 July 2011	8.2%
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	Original Budget (\$'000s)	Current Budget (\$'000s)	YTD Actuals (\$'000s)	% of Budget Spent/Earned
EXPENSES FROM CONTINUING OPERATIONS				
Employee Costs	4,818	4,818	367	7.62%
Materials & Contracts	594	594	2	0.41%
Other Operating Expenses	57	57	4	7.13%
Internal Charges	(5,300)	(5,300)	(894)	16.86%
Total Expenses from Continuing Operations	169	169	(520)	-307.98%
REVENUE FROM CONTINUING OPERATIONS				
Operating Grants and Contributions	50	50	-	0.00%
Total Revenue from Continuing Operations	50	50	-	0.00%
Net Operating Result - Surplus/(Deficit)	(119)	(119)	520	
CAPITAL PURCHASES (NOT INCLUDED ABOVE)				
Total Purchases	-	-	6	-
<i>Detail as following:</i>				
Other Capital Projects	-	-	6	-



F19/11

GOVERNANCE AND FINANCIAL SERVICES INCOME STATEMENT

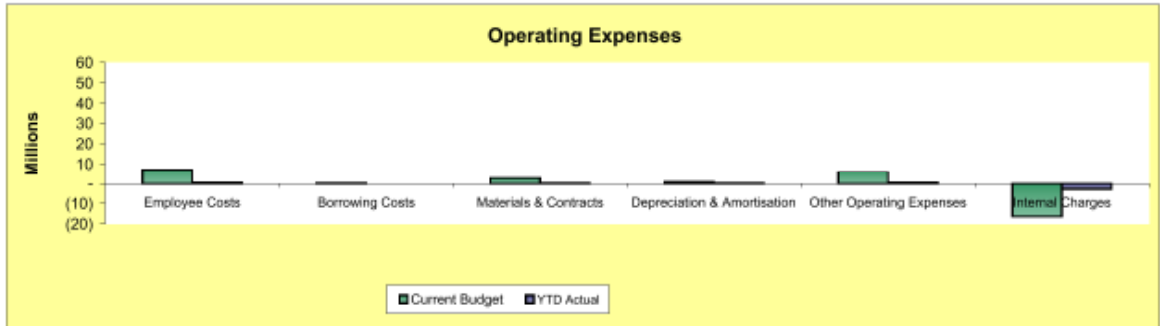
for the financial year as at 31 Jul 2011



% OF YEAR EXPIRED AT 31 July 2011	8.2%
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F19/11

	Original Budget (\$'000s)	Current Budget (\$'000s)	YTD Actuals (\$'000s)	% of Budget Spent/Earned
EXPENSES FROM CONTINUING OPERATIONS				
Employee Costs	7,479	7,479	601	8.04%
Borrowing Costs	1	1	-	0.00%
Materials & Contracts	2,612	2,612	115	4.42%
Depreciation & Amortisation	772	772	64	8.33%
Other Operating Expenses	6,183	6,183	474	7.67%
Internal Charges	(16,175)	(16,175)	(2,652)	16.40%
Total Expenses from Continuing Operations	871	871	(1,398)	-160.39%
REVENUE FROM CONTINUING OPERATIONS				
Rates And Annual Charges	58,784	58,784	4,896	8.33%
User Charges And Fees	985	985	54	5.51%
Interest	2,189	2,189	156	7.11%
Other Revenues	2,598	2,598	202	7.79%
Operating Grants and Contributions	3,093	3,093	-	0.00%
Total Revenue from Continuing Operations	67,648	67,648	5,308	7.85%
Net Operating Result - Surplus/(Deficit)	66,777	66,777	6,705	
CAPITAL PURCHASES (NOT INCLUDED ABOVE)				
CAPITAL PURCHASES				
Total Purchases	1,115	1,115	3	0.28%
<i>Detail as following:</i>				
IT Equipment	1,115	1,115	3	0.28%





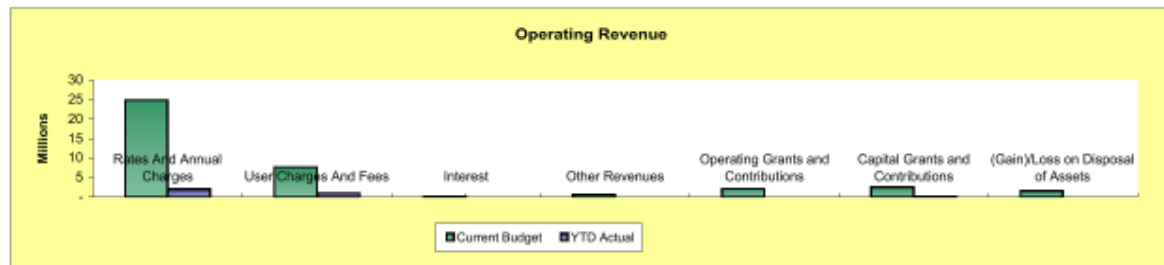
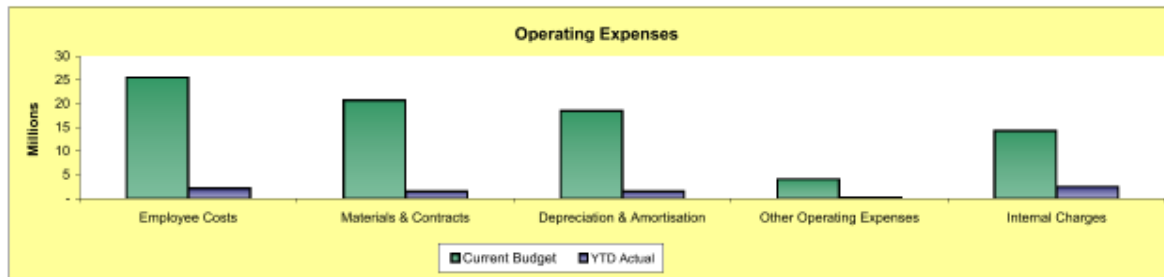
CITY SERVICES INCOME STATEMENT

for the financial year as at 31 Jul 2011

% OF YEAR EXPIRED AT 31 July 2011	8.2%
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	Original Budget (\$'000s)	Current Budget (\$'000s)	YTD Actuals (\$'000s)	% of Budget Spent/Earned
EXPENSES FROM CONTINUING OPERATIONS				
Employee Costs	25,577	25,577	2,165	8.47%
Materials & Contracts	20,768	20,768	1,485	7.15%
Depreciation & Amortisation	18,522	18,522	1,543	8.33%
Other Operating Expenses	4,110	4,110	171	4.16%
Internal Charges	14,331	14,331	2,474	17.27%
Total Expenses from Continuing Operations	83,309	83,309	7,840	9.41%
REVENUE FROM CONTINUING OPERATIONS				
Rates And Annual Charges	24,830	24,830	2,080	8.38%
User Charges And Fees	7,645	7,645	1,014	13.27%
Interest	251	251	20	7.77%
Other Revenues	715	715	37	5.15%
Operating Grants and Contributions	2,204	2,204	25	1.12%
Capital Grants and Contributions	2,596	2,596	132	5.09%
(Gain)/Loss on Disposal of Assets	1,631	1,631	-	0.00%
Total Revenue from Continuing Operations	39,871	39,871	3,308	8.30%
Net Operating Result - Surplus/(Deficit)	(43,437)	(43,437)	(4,532)	

CAPITAL PURCHASES (NOT INCLUDED ABOVE)				
CAPITAL PURCHASES				
Total Purchases	27,866	27,866	607	2.18%
<i>Detail as following:</i>				
Parks Construction	10,174	10,174	357	3.51%
Roads Construction	7,672	7,672	1	0.01%
Drainage Construction	1,194	1,194	-	0.00%
Building Construction	3,025	3,025	48	1.57%
Library Resources	370	370	6	1.75%
Contaminated Site Management	900	900	-	0.00%
Vehicular Access	500	500	12	2.32%
Plant and Equipment	4,031	4,031	183	4.54%



F19/11



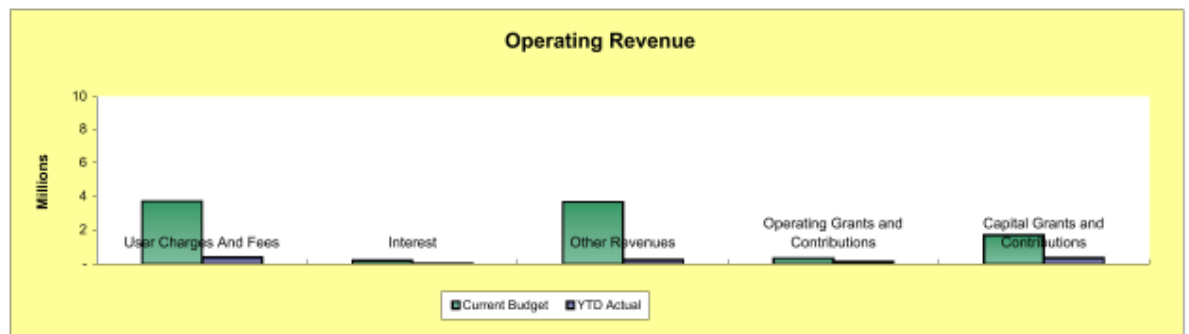
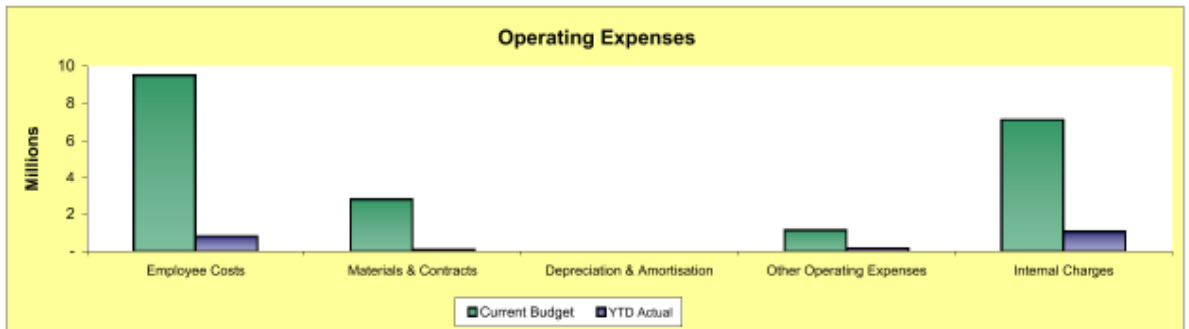
CITY PLANNING INCOME STATEMENT

for the financial year as at 31 Jul 2011

% OF YEAR EXPIRED AT 31 July 2011	8.2%
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F19/11

	Original Budget (\$'000s)	Current Budget (\$'000s)	YTD Actuals (\$'000s)	% of Budget Spent/Earned
EXPENSES FROM CONTINUING OPERATIONS				
Employee Costs	9,503	9,503	810	8.52%
Materials & Contracts	2,790	2,790	100	3.59%
Depreciation & Amortisation	3	3	-	0.00%
Other Operating Expenses	1,128	1,128	169	14.98%
Internal Charges	7,133	7,133	1,070	15.00%
Total Expenses from Continuing Operations	20,558	20,558	2,149	10.45%
REVENUE FROM CONTINUING OPERATIONS				
User Charges And Fees	3,710	3,710	402	10.84%
Interest	201	201	17	8.33%
Other Revenues	3,676	3,676	252	6.85%
Operating Grants and Contributions	344	344	126	36.57%
Capital Grants and Contributions	1,700	1,700	365	21.45%
Total Revenue from Continuing Operations	9,632	9,632	1,161	12.06%
Net Operating Result - Surplus/(Deficit)	(10,926)	(10,926)	(988)	
CAPITAL PURCHASES (NOT INCLUDED ABOVE)				
Total Purchases	6	6	-	0.00%
<i>Detail as following:</i>				
Sustaining Our City Projects	6	6	-	0.00%





BALANCE SHEET

at 31 July 2011

	Actual as at 30 June 2011	Actual as at 31 July 2011
CURRENT ASSETS		
Cash, Cash Equivalents & Investments	47,546	44,981
Receivables	6,880	6,884
Inventories	702	655
Other	877	1,614
TOTAL CURRENT ASSETS	56,006	54,134
NON-CURRENT ASSETS		
Infrastructure, Property, Plant & Equipment	1,253,975	1,252,983
TOTAL NON-CURRENT ASSETS	1,253,975	1,252,983
TOTAL ASSETS	1,309,981	1,307,117
CURRENT LIABILITIES		
Payables	12,311	7,728
Provisions & Prepayments	13,353	13,369
TOTAL CURRENT LIABILITIES	25,664	21,097
NON-CURRENT LIABILITIES		
Payables	260	260
Provisions & Prepayments	236	236
TOTAL NON-CURRENT LIABILITIES	496	496
TOTAL LIABILITIES	26,160	21,593
NET ASSETS	1,283,821	1,285,524
EQUITY		
Retained Earnings	731,229	732,933
Revaluation Reserves	552,592	552,591
TOTAL EQUITY	1,283,821	1,285,524

F19/11

Total Equity
30 June 2011 to 31 August 2011

