

ADMINISTRATION AND FINANCE COMMITTEE MEETING

BUSINESS PAPER

TUESDAY 12 JUNE 2012

Administrative Centre 30 Frances Street Randwick 2031

Telephone: 02 9399 0999 or
1300 722 542 (for Sydney metropolitan area)

Fax: 02 9319 1510

general.manager@randwick.nsw.gov.au

www.randwick.nsw.gov.au



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, 12 June 2012 at 6pm.

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

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 - 8 May 2012

Declarations of Pecuniary and Non-Pecuniary Interests

Address of Committee by Members of the Public

Urgent Business

Administration Reports

Nil

Finance Reports

F13/12	Contingency Fund - status as at 31 May 2012.....	1
F14/12	Monthly Financial Report as at 30 April 2012	5

Notice of Rescission Motions

Nil

.....
Ray Brownlee
GENERAL MANAGER

Finance Report No. F13/12



Subject: Contingency Fund - status as at 31 May 2012

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 41 allocations totalling \$158,958.50 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
Ord council – 20 Sept 2011	Financial contribution - Wylies Baths Geotechnical Risk Assessment	\$5,000.00
Ord council – 20 Sept 2011	Waiving of fees - The Prince Henry Hospital Trained Nurses' Association - Use of Prince Henry Centre	\$1,945.00
Works Comm – 8 Nov 2011	'Sense of Community' Street Parties	\$6,000.00

F13/12

F13/12

Meeting	Details	Net cost to Council
Ord Council – 18 Oct 2011	Financial assistance - 2012 Eastern Suburbs Relay For Life - Cancer Council NSW	\$3,000.00
Ord Council – 18 Oct 2011	Donation – Maroubra Fun Run	\$5,350.00
Ord Council – 18 Oct 2011	Waiving of fees - Housing for Health Project with the La Perouse Aboriginal Community	\$1,645.00
Ord Council – 18 Oct 2011	Donation - Positive Pedalers' Day	\$250.00
Ord Council – 18 Oct 2011	Waiving of fees - Carols by Candlelight - St Mark's Anglican Church	\$1,667.00
Ord Council – 18 Oct 2011	Donation - Charity Fundraising Event for the Prince of Wales Hospital Foundation	\$300.00
Ord Council – 22 No 2011	White Ribbon Day Lunch	\$1,100.00
Ord Council – 22 No 2011	Waiving of fees - Greek Orthodox Church Epiphany Ceremony	\$6,373.00
Ord Council – 22 No 2011	Financial Assistance - Bayside Swim Club - Olympic Swimming Trials in Adelaide	\$3,000.00
Ord Council – 28 Feb 2012	Waiving of Fees - Brigidine College Randwick – banners	\$3,760.00
Ord Council – 28 Feb 2012	Waiving of Fees - Night Sky Productions – outdoor movie at Clovelly	\$2,009.00
Ord Council – 28 Feb 2012	Waiving of Fees - Use of Town Hall by Indonesian Welfare Association	\$540.00
Ord Council – 28 Feb 2012	150th Anniversary of NSW Police – joint sponsorship with Botany Bay City Council – sponsor 100 officers to attend Police Officer of the Year Awards evening	\$3,000.00
Ord Council – 28 Feb 2012	150th Anniversary of NSW Police – sponsor table Blue and White Charity Ball	\$1,500.00
Ord Council – 28 Feb 2012	Community Partnership - Randwick District Rugby Football Club	\$10,000.00
Ord Council – 27 March 2012	Waiving of fees for banner - Royal Hospital for Women Foundation	\$1,880.00
Ord Council – 27 March 2012	2012 Aurora Annual Dinner	\$2,250.00
Ord Council – 27 March 2012	Donation to Moree Flood Appeal	\$4,000.00
Ord Council – 27 March 2012	Financial Assistance - Randwick Boys and Girls High Schools Production	\$4,000.00
Ord Council – 27 March 2012	Waiving of fees - Australian Handball Federation	\$3,962.40
Ord Council – 27 March 2012	Waiving of fees - Salvation Army Red Shield Appeal	\$527.00
Ord Council – 24 April 2012	Waiving of fees – St Margaret Mary's Primary School election day fundraiser	\$160.00
Ord Council – 24 April 2012	Friends of La Perouse Museum – purchase of "Altar Stones" and bronze reproduction of engraved eucalyptus tree trunk	\$10,000.00
Ord Council – 24 April 2012	Waiving of fees – Coogee to Bondi Ocean Swim	\$1,074.10
Ord Council – 24 April 2012	Financial assistance - Sydney Children's Hospital Gold Coin Week	\$7,520.00
Ord Council – 24 April 2012	Sponsorship - Eastern Beaches Local Area Command 150 Years Event Celebrations	\$7,500.00
TOTAL:		\$158,958.50

In addition to the above allocations, the Works Committee at its meeting of 8 November 2011, resolved to allocate \$40,795.90 from the 2012-13 Contingency Fund for the waiving of fees for the World Firefighters' Games in October 2012.

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 \$166,591.00 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

Finance Report No. F14/12



Subject: Monthly Financial Report as at 30 Ap
2012

Folder No: F2011/00438

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 30 April 2012. 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 30 April 2012.

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 30 April 2012 be noted.

Attachment/s:

1. Monthly Financial Statements - April 2012 Income Statements
2. Monthly Financial Statements - April 2012 Balance Sheet

F14/12



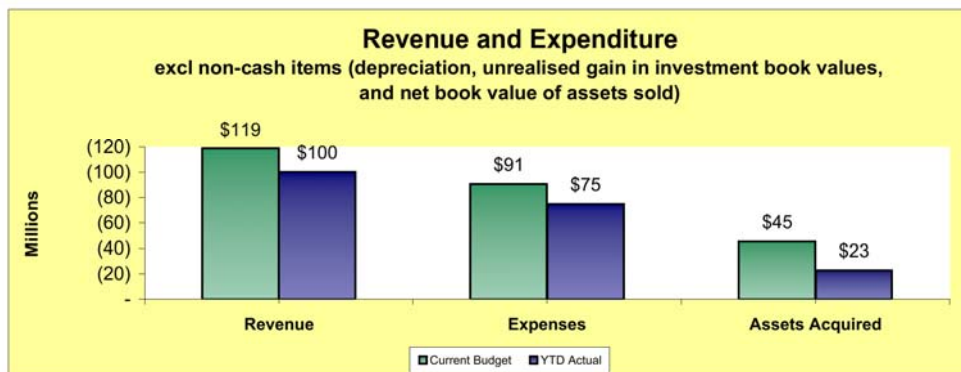
INCOME STATEMENT

for the financial year as at 30 April 2012

% OF YEAR EXPIRED AT 30 Apr 2012	83%
---	------------

F14/12

	Original Budget (\$'000s)	Current Budget (\$'000s)	YTD Actuals (\$'000s)	% of Budget Spent/ Earned
EXPENSES FROM CONTINUING OPERATIONS				
Employee Costs	47,377	47,439	40,621	86%
Borrowing Costs	1	1	-	0%
Materials & Contracts	26,765	31,713	24,045	76%
Depreciation & Amortisation	19,296	21,671	18,374	85%
Other Operating Expenses	11,477	11,780	10,112	86%
Internal Charges	(10)	(10)	(46)	471%
Total Expenses from Continuing Operations	104,906	112,594	93,105	83%
REVENUE FROM CONTINUING OPERATIONS				
Rates And Annual Charges	83,614	83,915	70,106	84%
User Charges And Fees	12,340	12,309	10,638	86%
Interest	2,641	2,641	2,702	102%
Other Revenues	6,989	7,027	6,323	90%
Operating Grants and Contributions	5,691	6,354	5,867	92%
Capital Grants and Contributions	4,296	6,618	4,680	71%
Gain/(Loss) on Disposal of Assets	1,631	1,631	(151)	-9%
Total Revenue from Continuing Operations	117,201	120,497	100,165	83%
Net Operating Result - Surplus/(Deficit)	12,295	7,902	7,061	
FUNDING STATEMENT				
SOURCE OF FUNDS				
Surplus/(Deficit) from Operations - Accrual	12,295	7,902	7,061	89%
Add Back Non-Funded Transactions included in Operations above				
- Depreciation	19,296	21,671	18,374	85%
- Sales of Assets (Book Value)	-	-	874	0%
- Leave accruals for LSL, SL and GR - Unrestricted	-	-	1,160	
- Transfer from Internal Reserves	7,152	15,189	8,421	55%
- Transfer from External Reserves	30,972	46,824	28,130	60%
- Unrealised Gain/(Loss) on Market Value of Investments	-	-	(21)	
Net Funds Available	69,715	91,586	63,999	70%
APPLICATION OF FUNDS				
Assets Acquired	28,987	45,316	22,720	50%
Transfer to Internal Reserves	10,384	11,244	8,829	79%
Transfer to External Reserves	30,339	35,016	29,255	84%
Total Funds Applied	69,710	91,576	60,804	66%
Total Funds Surplus/(Deficit)	5	10	3,194	





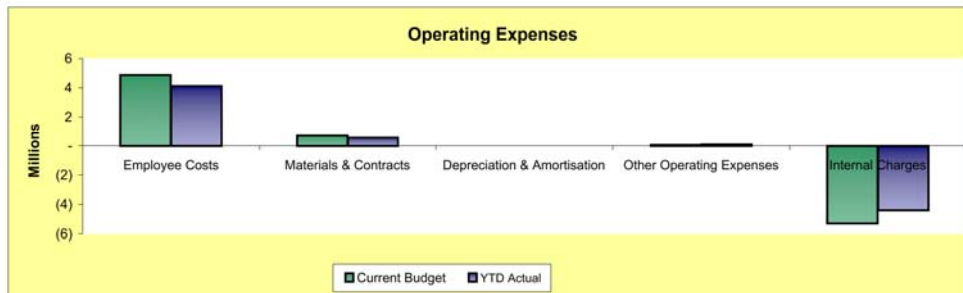
OFFICE OF THE GENERAL MANAGER

INCOME STATEMENT

for the financial year as at 30 April 2012

% OF YEAR EXPIRED AT 30 Apr 2012	83%
---	------------

	Original Budget (\$'000s)	Current Budget (\$'000s)	YTD Actuals (\$'000s)	% of Budget Spent/ Earned
EXPENSES FROM CONTINUING OPERATIONS				
Employee Costs	4,818	4,898	4,128	84%
Materials & Contracts	594	712	568	80%
Depreciation & Amortisation	-	-	-	0%
Other Operating Expenses	57	79	103	131%
Internal Charges	(5,300)	(5,300)	(4,408)	83%
Total Expenses from Continuing Operations	169	389	391	101%
REVENUE FROM CONTINUING OPERATIONS				
Operating Grants and Contributions	50	50	113	227%
Total Revenue from Continuing Operations	50	50	113	227%
Net Operating Result - Surplus/(Deficit)	(119)	(339)	(278)	
CAPITAL PURCHASES (NOT INCLUDED ABOVE)				
CAPITAL PURCHASES				
Total Purchases	-	25	-	0%
<i>Detail as following:</i>				
Other Capital Projects	-	25	-	0%



F14/12



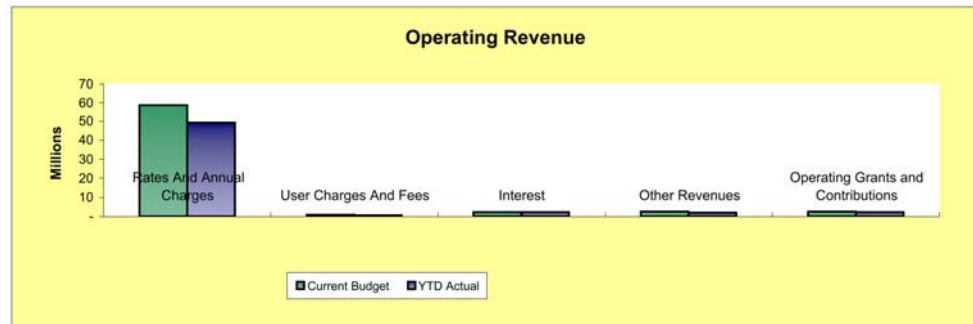
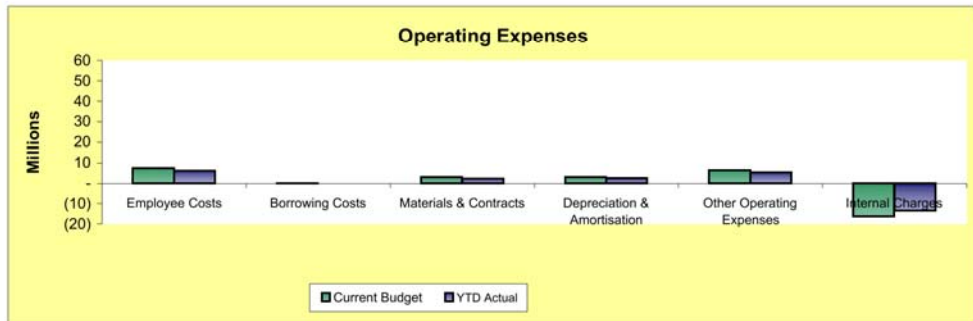
GOVERNANCE AND FINANCIAL SERVICES INCOME STATEMENT

for the financial year as at 30 April 2012

% OF YEAR EXPIRED AT 30 Apr 2012	83%
---	------------

F14/12

	Original Budget (\$'000s)	Current Budget (\$'000s)	YTD Actuals (\$'000s)	% of Budget Spent/ Earned
EXPENSES FROM CONTINUING OPERATIONS				
Employee Costs	7,479	7,419	6,214	84%
Borrowing Costs	1	1	-	0%
Materials & Contracts	2,612	3,053	2,379	78%
Depreciation & Amortisation	772	3,095	2,562	83%
Other Operating Expenses	6,183	6,370	5,318	83%
Internal Charges	(16,175)	(16,175)	(13,477)	83%
Total Expenses from Continuing Operations	871	3,762	2,996	80%
REVENUE FROM CONTINUING OPERATIONS				
Rates And Annual Charges	58,784	58,917	49,206	84%
User Charges And Fees	985	985	738	75%
Interest	2,189	2,189	2,309	105%
Other Revenues	2,598	2,601	2,078	80%
Operating Grants and Contributions	3,093	2,580	2,152	83%
Total Revenue from Continuing Operations	67,648	67,272	56,483	84%
Net Operating Result - Surplus/ (Deficit)	66,777	63,510	53,487	
CAPITAL PURCHASES (NOT INCLUDED ABOVE)				
Total Purchases	1,115	1,783	299	17%
<i>Detail as following:</i>				
IT Equipment	1,115	1,783	299	17%





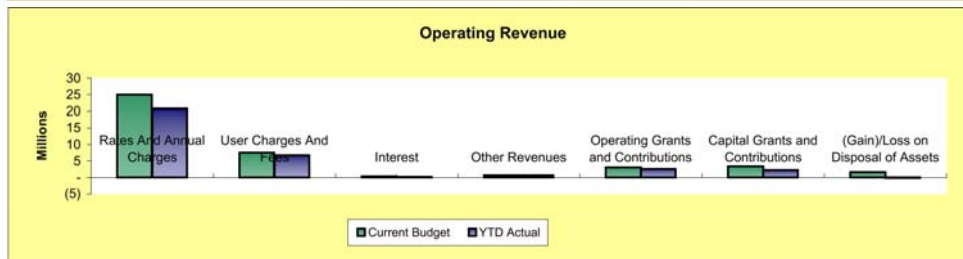
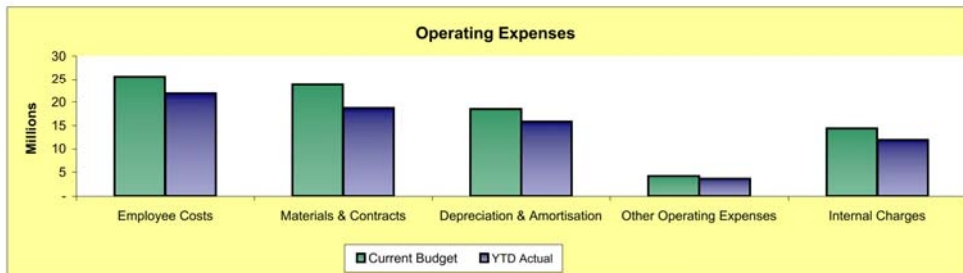
CITY SERVICES INCOME STATEMENT

for the financial year as at 30 April 2012

% OF YEAR EXPIRED AT 30 Apr 2012	83%
---	------------

	Original Budget (\$'000s)	Current Budget (\$'000s)	YTD Actuals (\$'000s)	% of Budget Spent/ Earned
EXPENSES FROM CONTINUING OPERATIONS				
Employee Costs	25,577	25,584	21,921	86%
Materials & Contracts	20,768	23,815	18,777	79%
Depreciation & Amortisation	18,522	18,576	15,812	85%
Other Operating Expenses	4,110	4,153	3,581	86%
Internal Charges	14,331	14,369	11,902	83%
Total Expenses from Continuing Operations	83,309	86,499	71,994	83%
REVENUE FROM CONTINUING OPERATIONS				
Rates And Annual Charges	24,830	24,997	20,900	84%
User Charges And Fees	7,645	7,498	6,714	90%
Interest	251	251	225	90%
Other Revenues	715	715	695	97%
Operating Grants and Contributions	2,204	3,006	2,633	88%
Capital Grants and Contributions	2,596	3,362	2,231	66%
(Gain)/Loss on Disposal of Assets	1,631	1,631	(151)	-9%
Total Revenue from Continuing Operations	39,871	41,461	33,247	80%
Net Operating Result - Surplus/(Deficit)	(43,437)	(45,037)	(38,746)	

CAPITAL PURCHASES (NOT INCLUDED ABOVE)				
CAPITAL PURCHASES				
Total Purchases	27,866	43,502	22,412	52%
<i>Detail as following:</i>				
Parks Construction	10,174	19,460	6,659	34%
Roads Construction	7,672	11,268	8,589	76%
Drainage Construction	1,194	375	12	3%
Building Construction	3,025	5,437	3,735	69%
Library Resources	370	365	238	65%
Des Renford Aquatic Centre	-	419	12	3%
Contaminated Site Management	900	1,097	1,272	116%
Vehicular Access	500	500	251	50%
Plant and Equipment	4,031	4,582	1,645	36%



F14/12



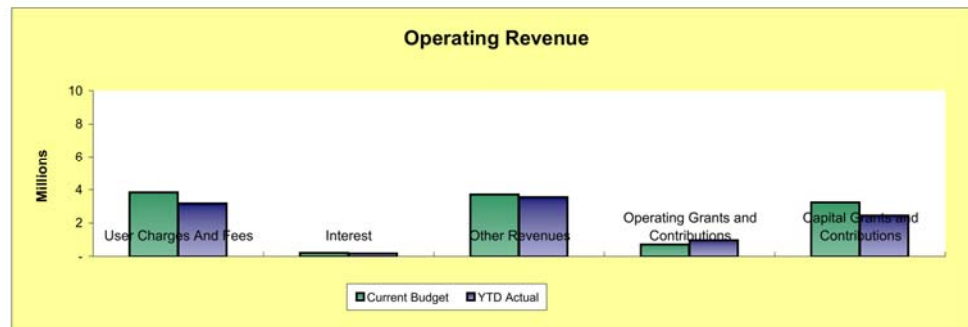
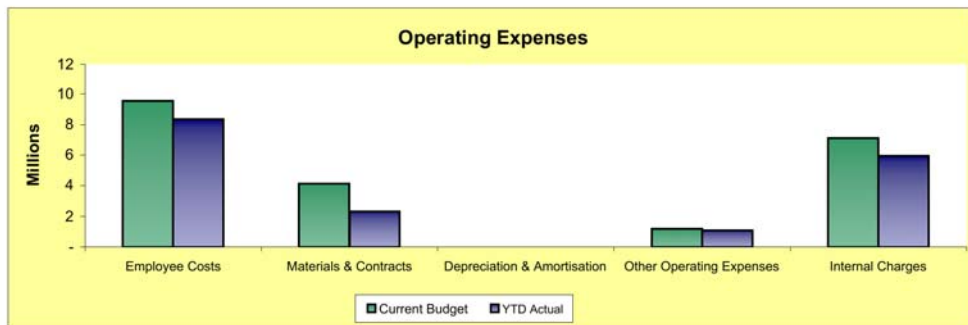
CITY PLANNING INCOME STATEMENT

for the financial year as at 30 April 2012

% OF YEAR EXPIRED AT 30 Apr 2012	83%
---	------------

F14/12

	Original Budget (\$'000s)	Current Budget (\$'000s)	YTD Actuals (\$'000s)	% of Budget Spent/ Earned
EXPENSES FROM CONTINUING OPERATIONS				
Employee Costs	9,503	9,538	8,357	88%
Materials & Contracts	2,790	4,133	2,323	56%
Depreciation & Amortisation	3	-	-	0%
Other Operating Expenses	1,128	1,178	1,108	94%
Internal Charges	7,133	7,095	5,936	84%
Total Expenses from Continuing Operations	20,558	21,944	17,725	81%
REVENUE FROM CONTINUING OPERATIONS				
User Charges And Fees	3,710	3,827	3,187	83%
Interest	201	201	168	83%
Other Revenues	3,676	3,711	3,550	96%
Operating Grants and Contributions	344	718	968	135%
Capital Grants and Contributions	1,700	3,256	2,449	75%
Total Revenue from Continuing Operations	9,632	11,713	10,322	88%
Net Operating Result - Surplus/(Deficit)	(10,926)	(10,231)	(7,404)	
CAPITAL PURCHASES (NOT INCLUDED ABOVE)				
Total Purchases	6	6	9	152%
<i>Detail as following:</i>				
Sustaining Our City Projects	6	6	9	152%

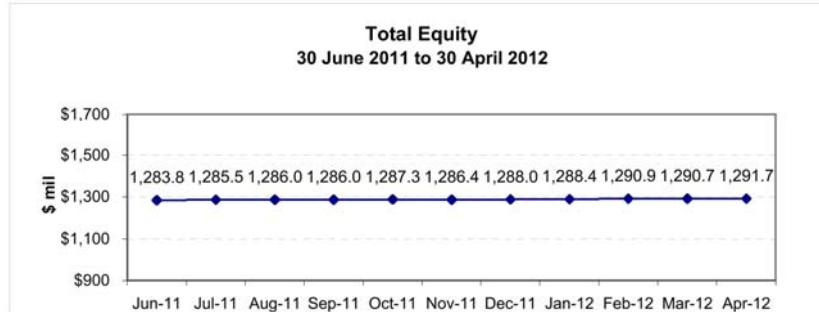




BALANCE SHEET

at 30 April 2012

	Actual as at 30 June 2011	Actual as at 30 April 2012
CURRENT ASSETS		
Cash, Cash Equivalents & Investments	47,546	48,824
Receivables	6,873	6,760
Inventories	702	618
Other	885	984
TOTAL CURRENT ASSETS	56,007	57,186
NON-CURRENT ASSETS		
Infrastructure, Property, Plant & Equipment	1,253,975	1,257,447
TOTAL NON-CURRENT ASSETS	1,253,975	1,257,447
TOTAL ASSETS	1,309,982	1,314,633
CURRENT LIABILITIES		
Payables	12,311	9,513
Provisions & Prepayments	13,353	13,742
TOTAL CURRENT LIABILITIES	25,664	23,255
NON-CURRENT LIABILITIES		
Payables	260	260
Provisions & Prepayments	236	236
TOTAL NON-CURRENT LIABILITIES	496	496
TOTAL LIABILITIES	26,160	23,750
NET ASSETS	1,283,822	1,290,883
EQUITY		
Retained Earnings	731,231	738,292
Revaluation Reserves	552,591	552,591
TOTAL EQUITY	1,283,822	1,290,883



F14/12