

ADMINISTRATION AND FINANCE COMMITTEE MEETING

BUSINESS PAPER

TUESDAY 13 NOVEMBER 2012

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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 November 2012 at 6pm.

Committee Members: The Mayor (T Bowen), Andrews, Belleli, D'Souza, Garcia, Matson, Moore (Chairperson), Nash, Neilson, Roberts (Deputy Chairperson), Seng, Shurey, Smith, Stavrinou and Stevenson.

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 - 14 August 2012

Declarations of Pecuniary and Non-Pecuniary Interests

Address of Committee by Members of the Public

Urgent Business

Administration Reports

Nil

Finance Reports

F20/12	Contingency Fund - status as at 31 October 2012	1
F21/12	Monthly Financial Report as at 30 September 2012	3

Notice of Rescission Motions

Nil

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Ray Brownlee
GENERAL MANAGER

Finance Report No. F20/12



Subject: Contingency Fund - status as at 31 October 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 2012-13 financial year.

In the 2012-13 financial year there have been 23 allocations totalling \$126,540.74 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
Ord Council – 24 Nov 2009	<u>Annual contribution</u> (5 years from 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 – 9 Oct 2012	<u>Annual contribution</u> Sponsorship of the Westpac Rescue Helicopter Lifesaver Service – 3 year agreement commencing 2012-13	\$15,000.00
Planning Comm – 13 Mar 2012	<u>Annual contribution</u> – Australia Day Botany Bay Regatta	\$750.00
Works Comm – 8 Nov 2011	Waiving of fees - World Firefighters' Games October 2012	\$40,795.90
Ord Council - 26 Jun 2012	Financial assistance – 2012 Maroubra Fun Run & Oktoberfest	\$10,000.00
Ord Council – 24 Jul 2012	Waiving of fees - banner for Charity Boxing Challenge for the McGrath Foundation & Bowel Cancer Foundation	\$1,956.00
Ord Council – 24 Jul 2012	Waiving of fees – use of Heffron Park for Ride for Life event	\$2,835.00
Ord Council – 24 Jul 2012	Financial assistance – Bravehearts White Balloon Day – September 2012	\$500.00
Ord Council – 24 Jul 2012	Waiving of fees – banner for Randwick City Tourism	\$3,912.00
Ord Council – 24 Jul 2012	Waiving of Fees for road closure - Our Lady of the Rosary Parents and Friends Association	\$2,800.00
Ord Council – 24 Jul 2012	Waiving of Fees - The Milsy Foundation – use of Des Renford Aquatic Centre	\$1,716.00
Ord Council – 24 Jul 2012	Jazz at the Lakes - Charity Fundraiser	\$650.00

F20/12

F20/12

Meeting	Details	Net cost to Council
Ord Council – 28 Aug 2012	Request for Support - 2012 Harmony Walk	\$10,617.00
Ord Council – 28 Aug 2012	Maroubra RSL Junior Diggers Swimming Club	\$1,540.00
Ord Council – 9 Oct 2012	Waiving of fees – Prince Henry Hospital Trained Nurses Assoc – 2012 Reunion	\$4,282.84
Ord Council – 9 Oct 2012	Waiving of fees – Jarrah House Anniversary	\$1,246.00
Ord Council – 9 Oct 2012	Cure the Future fundraiser	\$1,320.00
Ord Council – 23 Oct 2012	Friends of the La Perouse Museum - Sponsorship of Altar Stones Unveiling Event	\$500.00
Ord Council – 23 Oct 2012	12th Annual Des Renford Chair of Hearts Research Family Gala and Charity Day - Use of Des Renford Aquatic Centre	\$8,500.00
Ord Council – 23 Oct 2012	Gurriwal Community Yarra Bay House - Donation of Plants from Council's Community Nursery	\$300.00
TOTAL:		\$126,540.74

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 \$75,796 in the 2012-13 Budget for contingencies. This amount will be adjusted, as necessary, during quarterly budget reviews.

Recommendation

That the report be received and noted.

Attachment/s:

Nil

Finance Report No. F21/12

Subject: Monthly Financial Report as at 30 September 2012

Folder No: F2011/00530

Author: Mitchel Woods, Manager Corporate and 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 the Council as at 30 September 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 September 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 September 2012 be noted.

Attachment/s:

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

F21/12



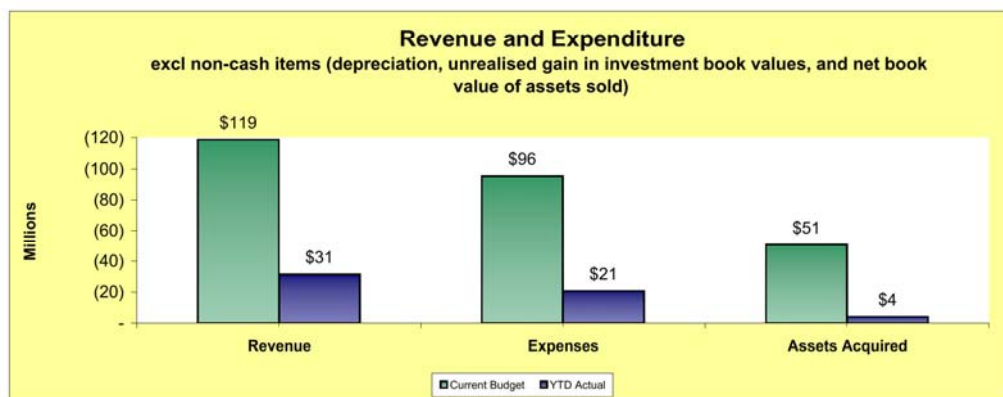
INCOME STATEMENT

for the financial year as at 30 September 2012

% OF YEAR EXPIRED AT 30 Sep 2012	25%
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F21/12

	Original Budget (\$'000s)	Current Budget (\$'000s)	YTD Actuals (\$'000s)	% of Budget Spent/Earned
EXPENSES FROM CONTINUING OPERATIONS				
Employee Costs	49,317	49,317	11,260	22.8%
Borrowing Costs	1	1	-	0.0%
Materials & Contracts	29,551	33,102	6,347	19.2%
Depreciation & Amortisation	21,280	21,280	5,792	27.2%
Other Operating Expenses	13,060	13,088	3,087	23.6%
Internal Charges			(3)	0.0%
Total Expenses from Continuing Operations	113,208	116,788	26,484	22.7%
REVENUE FROM CONTINUING OPERATIONS				
Rates And Annual Charges	89,838	89,838	22,550	25.1%
User Charges And Fees	12,297	12,297	3,702	30.1%
Interest	2,255	2,255	888	39.4%
Other Revenues	7,170	7,170	2,089	29.1%
Operating Grants and Contributions	5,981	4,160	1,064	25.6%
Capital Grants and Contributions	3,058	3,058	1,285	42.0%
Gain/(Loss) on Disposal of Assets	1,633	1,714	(16)	-0.9%
Total Revenue from Continuing Operations	122,231	120,491	31,562	26.2%
Net Operating Result - Surplus/(Deficit)	9,023	3,703	5,078	
FUNDING STATEMENT				
SOURCE OF FUNDS				
Surplus/(Deficit) from Operations - Accrual	9,023	3,703	5,078	137.1%
Add Back Non-Funded Transactions included in Operations above				
- Depreciation	21,280	21,280	5,792	27.2%
- Sales of Assets (Book Value)	-	-	122	0.0%
- Transfer from Internal Reserves	7,983	17,625	4,087	23.2%
- Transfer from External Reserves	33,475	48,721	4,786	9.8%
- Unrealised Gain/(Loss) on Market Value of Investments	-	-	99	
Net Funds Available	71,761	91,328	19,964	21.9%
APPLICATION OF FUNDS				
Assets Acquired	31,160	50,727	4,037	8.0%
Transfer to Internal Reserves	7,709	7,709	3,452	44.8%
Transfer to External Reserves	32,884	32,884	8,956	27.2%
Total Funds Applied	71,753	91,321	16,445	18.0%
Total Funds Surplus/(Deficit)	8	8	3,519	



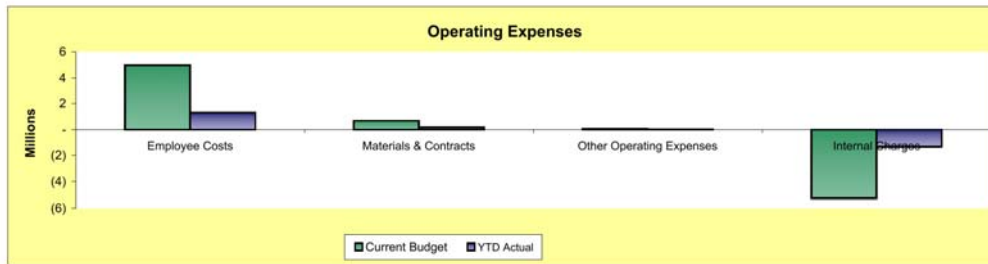


OFFICE OF THE GENERAL MANAGER INCOME STATEMENT

for the financial year as at 30 September 2012

% OF YEAR EXPIRED AT 30 Sep 2012	25%
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	Original Budget (\$'000s)	Current Budget (\$'000s)	YTD Actuals (\$'000s)	% of Budget Spent/Earned
EXPENSES FROM CONTINUING OPERATIONS				
Employee Costs	4,999	4,999	1,298	26.0%
Materials & Contracts	556	676	165	24.4%
Other Operating Expenses	57	57	10	17.9%
Internal Charges	(5,252)	(5,252)	(1,307)	24.9%
Total Expenses from Continuing Operations	360	480	166	34.5%
REVENUE FROM CONTINUING OPERATIONS				
Operating Grants and Contributions	20	20	23	115.2%
Total Revenue from Continuing Operations	20	20	23	116.2%
Net Operating Result - Surplus/(Deficit)	(340)	(460)	(142)	



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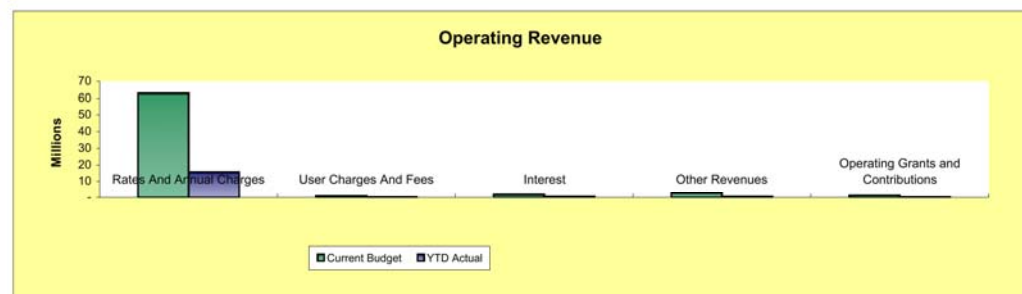
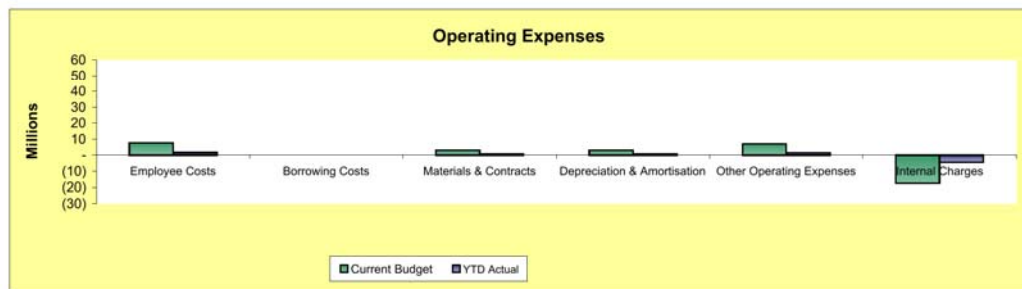


GOVERNANCE AND FINANCIAL SERVICES INCOME STATEMENT

for the financial year as at 30 September 2012

% OF YEAR EXPIRED AT 30 Sep 2012	25%
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	Original Budget (\$'000s)	Current Budget (\$'000s)	YTD Actuals (\$'000s)	% of Budget Spent/Earned
EXPENSES FROM CONTINUING OPERATIONS				
Employee Costs	7,639	7,639	1,675	21.9%
Borrowing Costs	1	1	-	0.0%
Materials & Contracts	3,025	3,142	683	21.7%
Depreciation & Amortisation	3,123	3,123	833	26.7%
Other Operating Expenses	7,044	7,044	1,528	21.7%
Internal Charges	(17,483)	(17,483)	(4,372)	25.0%
Total Expenses from Continuing Operations	3,349	3,466	347	10.0%
REVENUE FROM CONTINUING OPERATIONS				
Rates And Annual Charges	62,846	62,846	15,744	25.1%
User Charges And Fees	999	999	256	25.6%
Interest	1,902	1,902	798	42.0%
Other Revenues	2,612	2,612	659	25.2%
Operating Grants and Contributions	3,169	1,348	296	22.0%
Total Revenue from Continuing Operations	71,528	69,707	17,753	25.5%
Net Operating Result - Surplus/(Deficit)	68,180	66,242	17,406	
CAPITAL PURCHASES (NOT INCLUDED ABOVE)				
CAPITAL PURCHASES				
Total Purchases	1,245	2,501	264	10.6%
<i>Detail as following:</i>				
IT Equipment	1,245	2,501	264	10.6%



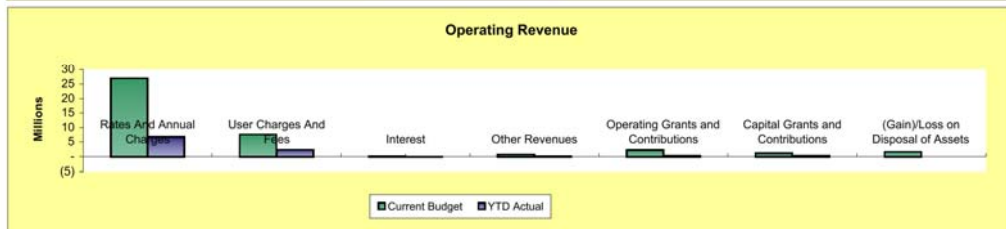
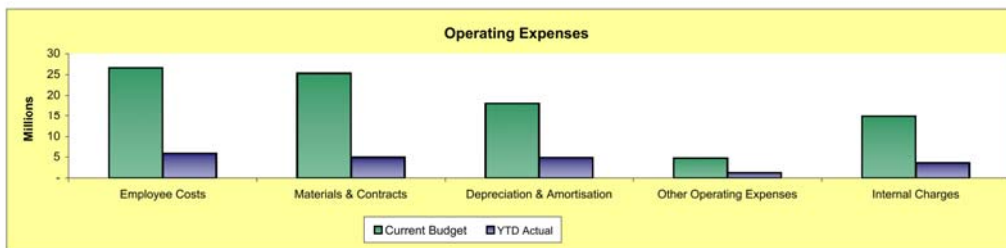


CITY SERVICES INCOME STATEMENT

for the financial year as at 30 September 2012

% OF YEAR EXPIRED AT 30 Sep 2012	25%
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	Original Budget (\$'000s)	Current Budget (\$'000s)	YTD Actuals (\$'000s)	% of Budget Spent/Earned
EXPENSES FROM CONTINUING OPERATIONS				
Employee Costs	26,674	26,674	5,937	22.3%
Materials & Contracts	23,271	25,386	5,036	19.8%
Depreciation & Amortisation	18,157	18,157	4,959	27.3%
Other Operating Expenses	4,806	4,806	1,305	27.2%
Internal Charges	14,856	14,856	3,711	25.0%
Total Expenses from Continuing Operations	87,763	89,878	20,949	23.3%
REVENUE FROM CONTINUING OPERATIONS				
Rates And Annual Charges	26,992	26,992	6,807	25.2%
User Charges And Fees	7,620	7,620	2,430	31.9%
Interest	197	197	51	25.7%
Other Revenues	795	795	163	20.6%
Operating Grants and Contributions	2,286	2,286	360	15.8%
Capital Grants and Contributions	1,208	1,208	327	27.0%
(Gain)/Loss on Disposal of Assets	1,633	1,714	(16)	-0.9%
Total Revenue from Continuing Operations	40,730	40,811	10,122	24.8%
Net Operating Result - Surplus/(Deficit)	(47,033)	(49,067)	(10,827)	
CAPITAL PURCHASES (NOT INCLUDED ABOVE)				
Total Purchases	29,915	48,226	3,769	7.8%
<i>Detail as following:</i>				
Parks Construction	5,489	16,770	1,073	6.4%
Roads Construction	7,807	9,073	941	10.4%
Drainage Construction	1,194	1,477	151	10.2%
Building Construction	3,878	4,575	729	15.9%
Library Resources	378	378	70	18.4%
Des Renford Leisure Centre	5,558	8,243	145	1.8%
Contaminated Site Management	-	165	-	0.0%
Vehicular Access	500	500	144	28.8%
Plant and Equipment	5,111	7,045	516	7.3%



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F21/12

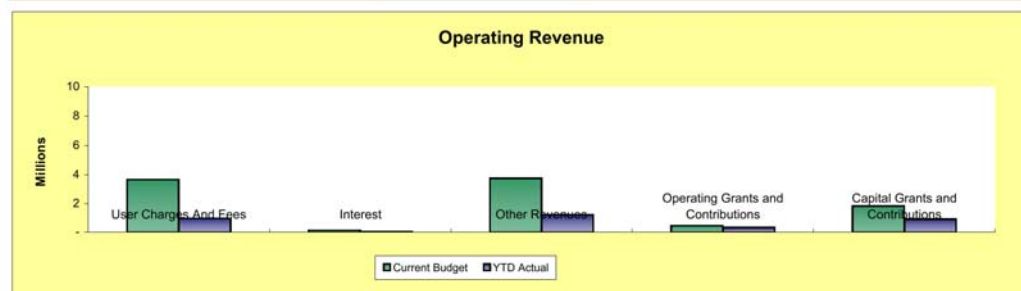
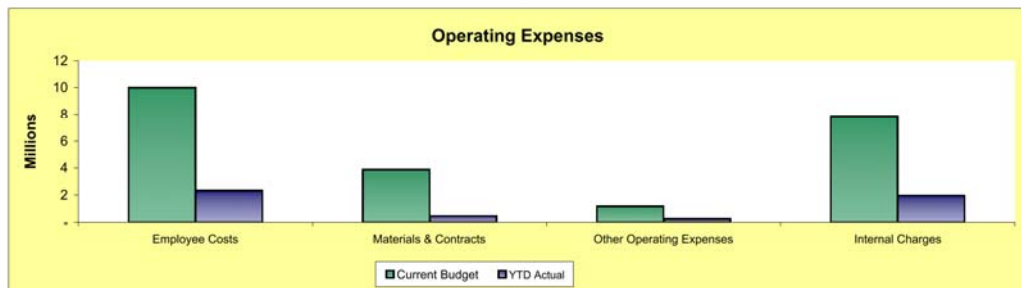


CITY PLANNING INCOME STATEMENT

for the financial year as at 30 September 2012

% OF YEAR EXPIRED AT 30 Sep 2012	25%
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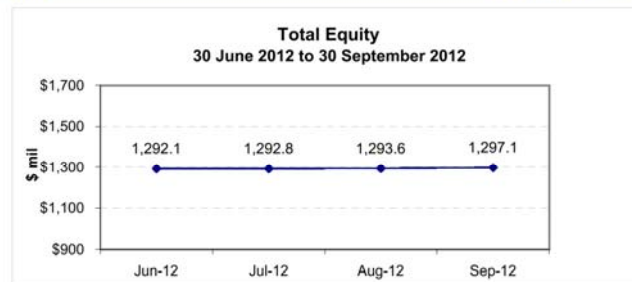
	Original Budget (\$'000s)	Current Budget (\$'000s)	YTD Actuals (\$'000s)	% of Budget Spent/Earned
EXPENSES FROM CONTINUING OPERATIONS				
Employee Costs	10,005	10,005	2,349	23.48%
Materials & Contracts	2,699	3,898	464	11.89%
Other Operating Expenses	1,153	1,181	243	20.60%
Internal Charges	7,879	7,879	1,966	24.95%
Total Expenses from Continuing Operations	21,736	22,964	5,021	21.87%
REVENUE FROM CONTINUING OPERATIONS				
User Charges And Fees	3,678	3,678	1,016	27.63%
Interest	156	156	39	25.00%
Other Revenues	3,762	3,762	1,266	33.66%
Operating Grants and Contributions	506	506	384	75.87%
Capital Grants and Contributions	1,850	1,850	958	51.79%
Total Revenue from Continuing Operations	9,953	9,953	3,664	36.81%
Net Operating Result - Surplus/(Deficit)	(11,784)	(13,011)	(1,358)	
CAPITAL PURCHASES (NOT INCLUDED ABOVE)				
Total Purchases	-	-	4	0.00%
<i>Detail as following:</i>				
Sustaining Our City Projects	-	-	4	0.00%





BALANCE SHEET at 30 September 2012

	Actual as at 30 June 2012	Actual as at 30 September 2012
CURRENT ASSETS		
Cash, Cash Equivalents & Investments	53,817	65,682
Receivables	6,733	3,759
Inventories	664	641
Other	224	2,923
TOTAL CURRENT ASSETS	61,438	73,005
NON-CURRENT ASSETS		
Investments		
Receivables		
Infrastructure, Property, Plant & Equipment	1,257,944	1,255,879
TOTAL NON-CURRENT ASSETS	1,257,944	1,255,879
TOTAL ASSETS	1,319,382	1,328,884
CURRENT LIABILITIES		
Payables	11,929	7,622
Provisions & Prepayments	14,905	23,636
TOTAL CURRENT LIABILITIES	26,834	31,258
NON-CURRENT LIABILITIES		
Payables	260	260
Provisions & Prepayments	234	234
TOTAL NON-CURRENT LIABILITIES	494	494
TOTAL LIABILITIES	27,328	31,752
NET ASSETS	1,292,054	1,297,132
EQUITY		
Retained Earnings	741,269	746,347
Revaluation Reserves	550,785	550,785
TOTAL EQUITY	1,292,054	1,297,132



F21/12