



**Randwick City  
Council**  
a sense of community

**ADMINISTRATION AND FINANCE  
COMMITTEE MEETING**

**BUSINESS PAPER**

**TUESDAY 9 APRIL 2013**

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](mailto:general.manager@randwick.nsw.gov.au)

[www.randwick.nsw.gov.au](http://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, 9 April 2013 at 6:00pm

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 - 12 March 2013

### Declarations of Pecuniary and Non-Pecuniary Interests

### Address of Committee by Members of the Public

*Privacy warning:*

*In respect to Privacy & Personal Information Protection Act, members of the public are advised that the proceedings of this meeting will be recorded for the purposes of clause 66 of Council's Code of Meeting Practice.*

### Urgent Business

### Administration Reports

A1/13 Contingency Fund - status as at 31 March 2013 ..... 1

### Finance Reports

F7/13 Monthly Financial Report as at 28 February 2013 ..... 5

### Notice of Rescission Motions

Nil

.....  
Ray Brownlee  
**GENERAL MANAGER**



## Administration Report No. A1/13



**Subject:** Contingency Fund - status as at 31 March 2013

**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 2012-13 financial year.

In the 2012-13 financial year there have been 38 allocations totalling \$176,519.94 as listed in the table below.

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
Ord Council – 28 Aug 2012	Request for Support - 2012 Harmony Walk	\$10,617.00

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Meeting	Details	Net cost to Council
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	\$8,500.00
Ord Council – 23 Oct 2012	Donation of plants from Council's Community Nursery - Gurriwal Community Yarra Bay House	\$300.00
Works Comm – 13 Nov 2012	Supporting "Sense of Community" Street Parties	\$13,000.00
Ord Council – 11 Dec 2012	Financial assistance - Surfing NSW Pictorial Surfing History of Maroubra Beach	\$3,000.00
Ord Council – 11 Dec 2012	Financial assistance - St Brigid's School, Randwick – flag pole	\$1,400.00
Ord Council – 11 Dec 2012	Financial assistance - Randwick Public School – bike rack	\$3,500.00
Ord Council – 26 Feb 2013	Sponsorship – Rotary Police Awards	\$3,750.00
Ord Council – 26 Feb 2013	Financial assistance – World Kindness Australia	\$1,500.00
Ord Council – 26 Feb 2013	Cancer Council NSW Eastern Suburbs Relay For Life 2013	\$5,000.00
Ord Council – 26 Feb 2013	Men of League Foundation - Charity Fundraiser	\$800.00
Ord Council – 26 Feb 2013	Waiving of fees - Coastrek 2013	\$792.00
Ord Council – 26 March 2013	Waiving of fees – St Margaret Mary's Primary School	\$167.00
Ord Council – 26 March 2013	Waiving of fees – Open High School	\$1,956.00
Ord Council – 26 March 2013	Waiving of fees - Australian Beach Handball Federation	\$4,627.80
Ord Council – 26 March 2013	Waiving of fees – use of Town Hall by Indonesian Community Association of NSW	\$1,720.00
Ord Council – 26 March 2013	Waiving of fees – Maroubra Surfers' Association	\$3,766.40
Ord Council – 26 March 2013	Malabar/Chifley storm – community event to thank volunteers	\$5,000.00
<b>TOTAL:</b>		<b>\$176,519.94</b>

### 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 \$125,007 in the 2012-13 Budget for contingencies. This amount will be adjusted, as necessary, during March quarterly budget review.

**Recommendation**

That the report be received and noted.

**Attachment/s:**

Nil

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## Finance Report No. F7/13



**Subject:** Monthly Financial Report as at 28 February 2013  
**Folder No:** F2012/00506  
**Author:** Anna Bashkirova, Management Accountant

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### 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 28 February 2013. 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 28 February 2013.

### 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 28 February 2013 be noted.

### Attachment/s:

1. Monthly Financial Statements - February 2013 Income Statements
2. Monthly Financial Statements - February 2013 Balance Sheet

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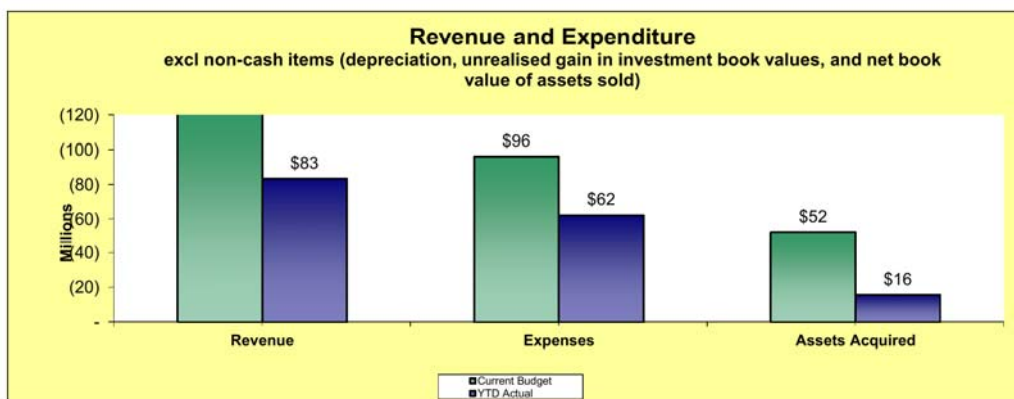
## INCOME STATEMENT

for the financial year as at 28 February 2013

<b>% OF YEAR EXPIRED AT 28 Feb 2013</b>	<b>66%</b>
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	Original Budget (\$'000s)	Current Budget (\$'000s)	YTD Actuals (\$'000s)	% of Budget Spent/Earned
<b>EXPENSES FROM CONTINUING OPERATIONS</b>				
Employee Costs	49,317	49,207	33,007	67.1%
Borrowing Costs	1	1	-	0.0%
Materials & Contracts	29,551	33,592	20,086	59.8%
Depreciation & Amortisation	21,280	21,280	15,251	71.7%
Other Operating Expenses	13,060	13,380	9,196	68.7%
Internal Charges		-	(11)	0.0%
<b>Total Expenses from Continuing Operations</b>	<b>113,208</b>	<b>117,461</b>	<b>77,528</b>	<b>66.0%</b>
<b>REVENUE FROM CONTINUING OPERATIONS</b>				
Rates And Annual Charges	89,838	90,094	60,206	66.8%
User Charges And Fees	12,297	12,682	9,232	72.8%
Interest	2,255	2,655	2,357	88.8%
Other Revenues	7,170	7,601	5,095	67.0%
Operating Grants and Contributions	5,981	4,667	3,311	70.9%
Capital Grants and Contributions	3,058	4,058	3,442	84.8%
Gain/(Loss) on Disposal of Assets	1,633	1,714	9	0.5%
<b>Total Revenue from Continuing Operations</b>	<b>122,231</b>	<b>123,471</b>	<b>83,651</b>	<b>67.8%</b>
<b>Net Operating Result - Surplus/(Deficit)</b>	<b>9,023</b>	<b>6,010</b>	<b>6,123</b>	
<b>FUNDING STATEMENT</b>				
<b>SOURCE OF FUNDS</b>				
Surplus/(Deficit) from Operations - Accrual	9,023	6,010	6,123	101.9%
<b>Add Back Non-Funded Transactions included in Operations above</b>				
- Depreciation	21,280	21,280	15,251	71.7%
- Sales of Assets (Book Value)	-	-	506	0.0%
- Transfer from Internal Reserves	7,983	18,292	10,391	56.8%
- Transfer from External Reserves	33,475	48,956	19,771	40.4%
- Unrealised Gain/(Loss) on Market Value of Investments	-	-	191	
<b>Net Funds Available</b>	<b>71,761</b>	<b>94,537</b>	<b>52,233</b>	<b>55.3%</b>
<b>APPLICATION OF FUNDS</b>				
Assets Acquired	31,160	52,308	15,664	29.9%
Transfer to Internal Reserves	7,709	8,079	8,353	103.4%
Transfer to External Reserves	32,884	34,140	24,523	71.8%
<b>Total Funds Applied</b>	<b>71,753</b>	<b>94,527</b>	<b>48,540</b>	<b>51.4%</b>
<b>Total Funds Surplus/(Deficit)</b>	<b>8</b>	<b>10</b>	<b>3,693</b>	



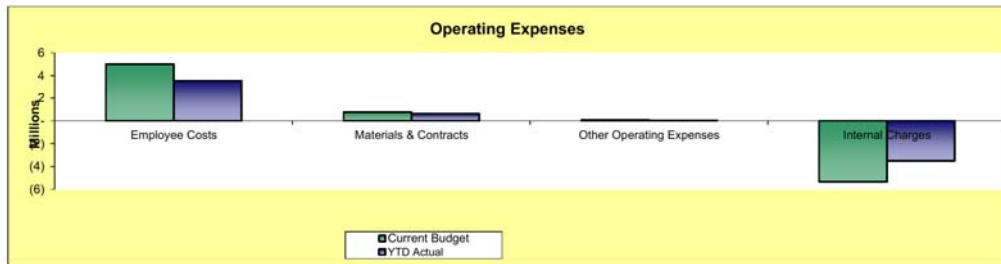


## OFFICE OF THE GENERAL MANAGER INCOME STATEMENT

for the financial year as at 28 February 2013

<b>% OF YEAR EXPIRED AT 28 Feb 2013</b>	<b>66%</b>
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	Original Budget (\$'000s)	Current Budget (\$'000s)	YTD Actuals (\$'000s)	% of Budget Spent/Earned
<b>EXPENSES FROM CONTINUING OPERATIONS</b>				
Employee Costs	4,999	5,030	3,559	70.8%
Materials & Contracts	556	768	615	80.1%
Other Operating Expenses	57	57	43	75.0%
Internal Charges	(5,252)	(5,331)	(3,495)	65.6%
<b>Total Expenses from Continuing Operations</b>	<b>360</b>	<b>524</b>	<b>722</b>	<b>137.9%</b>
<b>REVENUE FROM CONTINUING OPERATIONS</b>				
Other Revenues	-	1	2	156.8%
Operating Grants and Contributions	20	42	67	158.2%
<b>Total Revenue from Continuing Operations</b>	<b>20</b>	<b>44</b>	<b>69</b>	<b>158.2%</b>
<b>Net Operating Result - Surplus/(Deficit)</b>	<b>(340)</b>	<b>(480)</b>	<b>(653)</b>	



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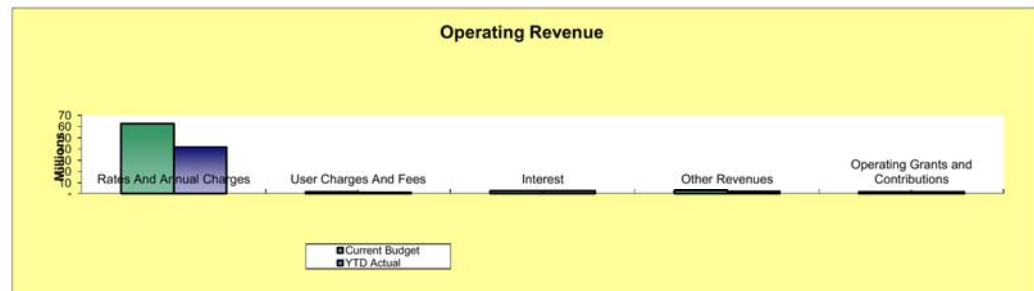
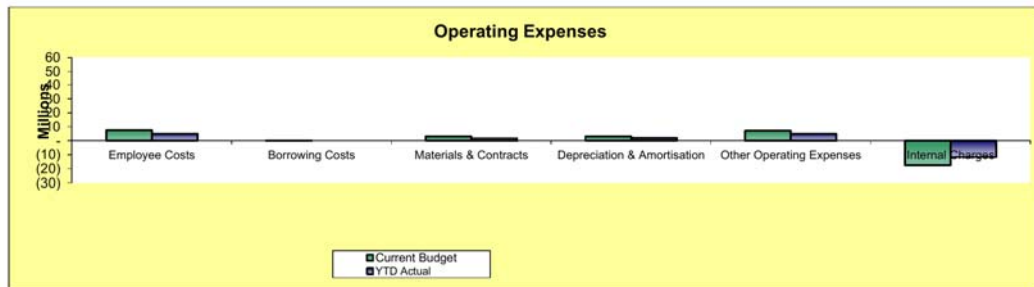


## GOVERNANCE AND FINANCIAL SERVICES INCOME STATEMENT

for the financial year as at 28 February 2013

<b>% OF YEAR EXPIRED AT 28 Feb 2013</b>	<b>66%</b>
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	Original Budget (\$'000s)	Current Budget (\$'000s)	YTD Actuals (\$'000s)	% of Budget Spent/Earned
<b>EXPENSES FROM CONTINUING OPERATIONS</b>				
Employee Costs	7,639	7,559	4,992	66.0%
Borrowing Costs	1	1	-	0.0%
Materials & Contracts	3,025	3,260	1,859	57.0%
Depreciation & Amortisation	3,123	3,123	2,152	68.9%
Other Operating Expenses	7,044	7,285	4,955	68.0%
Internal Charges	(17,483)	(17,404)	(11,655)	67.0%
<b>Total Expenses from Continuing Operations</b>	<b>3,349</b>	<b>3,825</b>	<b>2,304</b>	<b>60.2%</b>
<b>REVENUE FROM CONTINUING OPERATIONS</b>				
Rates And Annual Charges	62,846	62,846	42,014	66.9%
User Charges And Fees	999	1,272	925	72.7%
Interest	1,902	2,302	2,113	91.8%
Other Revenues	2,612	2,612	1,807	69.2%
Operating Grants and Contributions	3,169	1,423	1,082	76.0%
<b>Total Revenue from Continuing Operations</b>	<b>71,528</b>	<b>70,455</b>	<b>47,940</b>	<b>68.0%</b>
<b>Net Operating Result - Surplus/(Deficit)</b>	<b>68,180</b>	<b>66,630</b>	<b>45,635</b>	
<b>CAPITAL PURCHASES (NOT INCLUDED ABOVE)</b>				
<b>CAPITAL PURCHASES</b>				
<b>Total Purchases</b>	<b>1,245</b>	<b>2,554</b>	<b>586</b>	<b>23.0%</b>
<i>Detail as following:</i>				
IT Equipment	1,245	2,554	586	23.0%



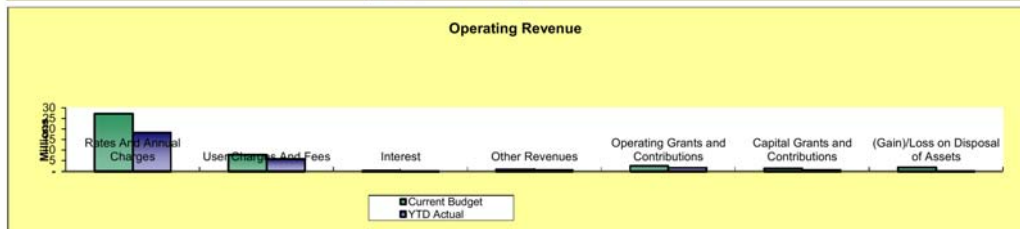
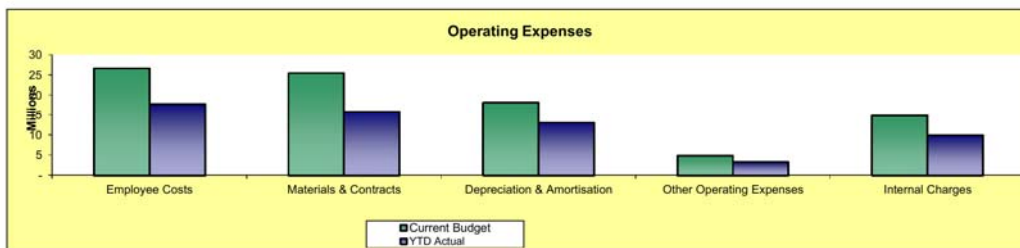


## CITY SERVICES INCOME STATEMENT

for the financial year as at 28 February 2013

<b>% OF YEAR EXPIRED AT 28 Feb 2013</b>	<b>66%</b>
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	Original Budget (\$'000s)	Current Budget (\$'000s)	YTD Actuals (\$'000s)	% of Budget Spent/Earned
<b>EXPENSES FROM CONTINUING OPERATIONS</b>				
Employee Costs	26,674	26,684	17,782	66.6%
Materials & Contracts	23,271	25,505	15,909	62.4%
Depreciation & Amortisation	18,157	18,157	13,098	72.1%
Other Operating Expenses	4,806	4,834	3,300	68.3%
Internal Charges	14,856	14,856	9,902	66.7%
<b>Total Expenses from Continuing Operations</b>	<b>87,763</b>	<b>90,036</b>	<b>59,991</b>	<b>66.6%</b>
<b>REVENUE FROM CONTINUING OPERATIONS</b>				
Rates And Annual Charges	26,992	27,248	18,192	66.8%
User Charges And Fees	7,620	7,680	5,741	74.8%
Interest	197	197	141	71.5%
Other Revenues	795	795	577	72.6%
Operating Grants and Contributions	2,286	2,439	1,655	67.8%
Capital Grants and Contributions	1,208	1,208	576	47.7%
(Gain)/Loss on Disposal of Assets	1,633	1,714	9	0.5%
<b>Total Revenue from Continuing Operations</b>	<b>40,730</b>	<b>41,281</b>	<b>26,890</b>	<b>65.1%</b>
<b>Net Operating Result - Surplus/(Deficit)</b>	<b>(47,033)</b>	<b>(48,755)</b>	<b>(33,101)</b>	
<b>CAPITAL PURCHASES (NOT INCLUDED ABOVE)</b>				
<b>Total Purchases</b>	<b>29,915</b>	<b>49,754</b>	<b>15,072</b>	<b>30.3%</b>
<i>Detail as following:</i>				
Parks Construction	5,489	17,051	3,740	21.9%
Roads Construction	7,807	9,073	4,396	48.4%
Drainage Construction	1,194	1,477	238	16.1%
Building Construction	3,878	5,663	2,067	36.5%
Library Resources	378	387	200	51.8%
Des Renford Leisure Centre	5,558	8,393	2,442	29.1%
Contaminated Site Management	-	165	101	61.0%
Vehicular Access	500	500	343	68.5%
Plant and Equipment	5,111	6,662	1,544	23.2%



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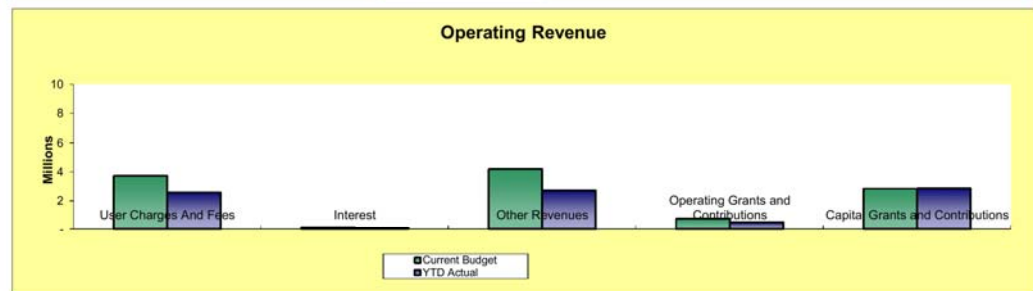
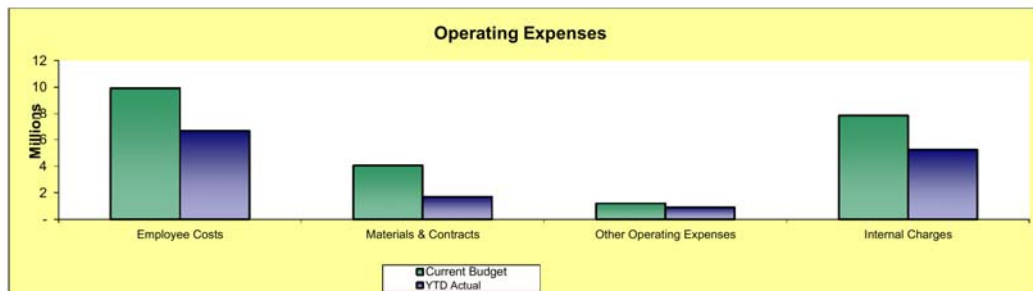


### CITY PLANNING INCOME STATEMENT

for the financial year as at 28 February 2013

<b>% OF YEAR EXPIRED AT 28 Feb 2013</b>	<b>66%</b>
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	Original Budget (\$'000s)	Current Budget (\$'000s)	YTD Actuals (\$'000s)	% of Budget Spent/Earned
<b>EXPENSES FROM CONTINUING OPERATIONS</b>				
Employee Costs	10,005	9,934	6,672	67.16%
Materials & Contracts	2,699	4,060	1,703	41.96%
Other Operating Expenses	1,153	1,203	898	74.65%
Internal Charges	7,879	7,879	5,237	66.46%
<b>Total Expenses from Continuing Operations</b>	<b>21,736</b>	<b>23,076</b>	<b>14,510</b>	<b>62.88%</b>
<b>REVENUE FROM CONTINUING OPERATIONS</b>				
User Charges And Fees	3,678	3,730	2,566	68.78%
Interest	156	156	104	66.67%
Other Revenues	3,762	4,192	2,709	64.63%
Operating Grants and Contributions	506	762	508	66.62%
Capital Grants and Contributions	1,850	2,850	2,865	100.54%
<b>Total Revenue from Continuing Operations</b>	<b>9,953</b>	<b>11,691</b>	<b>8,752</b>	<b>74.86%</b>
<b>Net Operating Result - Surplus/(Deficit)</b>	<b>(11,784)</b>	<b>(11,385)</b>	<b>(5,758)</b>	
<b>CAPITAL PURCHASES (NOT INCLUDED ABOVE)</b>				
<b>Total Purchases</b>	-	-	6	0.00%
<i>Detail as following:</i>				
Sustaining Our City Projects	-	-	6	0.00%





## BALANCE SHEET at 28 February 2013

	Actual as at 30 June 2012	Actual as at 28 February 2013
<b>CURRENT ASSETS</b>		
Cash, Cash Equivalents & Investments	53,817	64,138
Receivables	6,733	3,144
Inventories	664	543
Other	224	1,776
<b>TOTAL CURRENT ASSETS</b>	<b>61,438</b>	<b>69,601</b>
<b>NON-CURRENT ASSETS</b>		
Infrastructure, Property, Plant & Equipment	1,257,944	1,257,637
<b>TOTAL NON-CURRENT ASSETS</b>	<b>1,257,944</b>	<b>1,257,637</b>
<b>TOTAL ASSETS</b>	<b>1,319,382</b>	<b>1,327,238</b>
<b>CURRENT LIABILITIES</b>		
Payables	11,929	10,963
Provisions & Prepayments	14,905	17,604
<b>TOTAL CURRENT LIABILITIES</b>	<b>26,834</b>	<b>28,567</b>
<b>NON-CURRENT LIABILITIES</b>		
Payables	260	260
Provisions & Prepayments	234	234
<b>TOTAL NON-CURRENT LIABILITIES</b>	<b>494</b>	<b>494</b>
<b>TOTAL LIABILITIES</b>	<b>27,328</b>	<b>29,061</b>
<b>NET ASSETS</b>	<b>1,292,054</b>	<b>1,298,177</b>
<b>EQUITY</b>		
Retained Earnings	741,269	747,392
Revaluation Reserves	550,785	550,785
<b>TOTAL EQUITY</b>	<b>1,292,054</b>	<b>1,298,177</b>

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