



**Randwick City
Council**
a sense of community

**ADMINISTRATION AND FINANCE
COMMITTEE MEETING**

BUSINESS PAPER

TUESDAY 8 APRIL 2014

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, First Floor, 90 Avoca Street, Randwick on Tuesday, 8 April 2014 at 6:00pm.

Committee Members: The Mayor (S Nash), Andrews, Belleli, Bowen, D'Souza, Garcia (Deputy Chairperson), Matson, Moore, Neilson, Roberts (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 - 11 March 2014

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 Report

A4/14 Contingency Fund status as at 31 March 2014 1

Finance Report

F4/14 Monthly Financial Report as at 28 February 2014 5

Notice of Rescission Motion

NR5/14 Notice of Rescission Motion from Crs Stevenson, Andrews & Seng - Review of Council IT policy to stop unnecessary transmission towers 13

.....
Ray Brownlee
GENERAL MANAGER

Administration Report No. A4/14



Subject: Contingency Fund status as at 31 March 2014

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 2013-14 financial year.

In the 2013-14 financial year there have been 35 allocations totalling \$158,166.75 as listed in the table below.

Meeting	Details	Approved allocation
Annual contributions (ongoing)		
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
Planning Comm – 13 Mar 2012	<u>Annual contribution</u> – Australia Day Botany Bay Regatta	\$750.00
Ord Council – 25 June 2013	<u>Annual contribution</u> Sponsorship of the Westpac Rescue Helicopter Lifesaver Service – 3 year agreement commencing 2013-14	\$15,000.00
Ord Council 17 Sept 2013	<u>Annual Contribution</u> (5 years from 2016-2020) Waiving of Fees – Rainbow Club Australia Inc – Murray Rose's Malabar Magic Ocean Swim (\$14,500 per annum from 2016)	-
2013-14 Contingency Fund allocations		
Ord Council – 25 June 2013	13th Annual Des Renford Chair of Hearts Research Family Gala and Charity Day	\$8,500.00
Ord Council – 25 June 2013	Maroubra Surfing Walk of Fame – community event	\$14,000.00
Ord Council – 25 June 2013	Waiving of fees and sponsorship - Surfing NSW Junior Titles contest	\$11,000.00
Ord Council – 23 July 2013	Sponsorship - Maroubra Junction Public School's Centenary Cookbook	\$500.00
Ord Council – 23 July 2013	Waiving of fees - St Nicolas' Anglican Church, Coogee - Carols by Candlelight	\$1,347.00
Ord Council – 23 July 2013	Advisory Group lunch - Prince of Wales Hospital proposed new Hybrid Operating Suite	\$1,800.00
Ord Council – 23 July 2013	Sponsorship and waiving of fees - NSW Police Force Brazilian Beach Soccer Event - Coogee Beach	\$4,018.10
Ord Council – 23 July 2013	Support for the Better Block project proposed for Clovelly Road	\$7,700.00

A4/14

A4/14

Meeting	Details	Approved allocation
Ord Council – 23 July 2013	Community forum and presentation with UNSW Expert Reference Group on environmental issues	\$4,500.00
Ord Council – 27 Aug 2013	Waiving of fees - Maroubra Diggers Junior Swimming Club - two Swimming Carnivals at DRLC	\$1,020.00
Ord Council – 27 Aug 2013	Waiving of fees - Maroubra Swim Clubs Annual Development Carnival DRLC	\$780.00
Ord Council – 27 Aug 2013	Sponsorship - 2013 National Indigenous Tertiary Education Student Games - UNSW team	\$500.00
Ord Council – 27 Aug 2013	Sponsorship - La Perouse Netball Team – Sydney Aboriginal Netball Carnival	\$500.00
Ord Council – 17 Sept 2013	Financial assistance - Ride for Life	\$3,798.77
Ord Council – 17 Sept 2013	Financial assistance - Coogee Minnows 50 th Anniversary	\$1,191.24
Ord Council – 17 Sept 2013	Waiving of Fees – St Mark’s Anglican Church – Carols by Candlelight	\$1,721.00
Ord Council – 17 Sept 2013	Financial assistance - Tasnim Ahsan Sydney Girls High School	\$350.00
Ord Council – 22 Oct 2013	Sponsorship – Clovelly Nippers tents	\$1,000.00
Planning – 12 Nov 2013	Financial assistance – Super Typhoon Haiyan – Philippines	\$5,000.00
Ord Council 26 Nov 2013	Waiving of fees - Greek Epiphany 2014	\$5,673.00
Ord Council - 10 Dec 2013	Financial assistance - 2014 Eastern Suburbs Relay for Life	\$5,000.00
Ord Council - 25 Feb 2014	Waiving of fees - Sydney Multicultural Services Seniors Carnivale	\$2,098.50
Ord Council - 25 Feb 2014	Financial assistance - La Perouse Day event	\$4,000.00
Ord Council - 25 Feb 2014	Financial assistance - Bastille Day event	\$6,000.00
Ord Council - 25 Feb 2014	Waiving of fees - Australian Beach Handball Federation	\$1,944.48
Ord Council - 25 Feb 2014	Support for First Hand Solutions and Black Market, tours and workshops on Bare Island	\$2,120.00
Ord Council – 25 Mar 2014	Waiving of Fees - Australia Beach Handball Federation	\$1,458.36
Ord Council – 25 Mar 2014	Commemoration Ceremony of Boer War	\$13,578.50
Ord Council – 25 Mar 2014	Waiving of Street Banner Hire Fees – Sydney Children’s Hospital Foundation	\$11,587.80
Ord Council – 25 Mar 2014	Waiver of Fees for Matraville Sports High School Special Needs Students at Des Renford Leisure Centre	\$7,410.00
Total - 2013-14 Contingency Fund allocations		\$158,166.75

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 \$129,265 in the 2013-14 Budget for contingencies. This amount will be adjusted, as necessary, at the March quarterly review.

Recommendation

That the status of the contingency fund allocations for 2013-14 be noted.

Attachment/s:

Nil

A4/14

Finance Report No. F4/14



Subject: Monthly Financial Report as at 28 February 2014

Folder No: F2013/00406

Author: Oliver Guo, 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 28 February 2014. 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 2014.

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. The Current Ratio as at 28 February 2014 is 2.57 compared to 2.28 as at 30 June 2013. The Current Ratio is a financial indicator specific to local government and represents its ability to meet its debts and obligations as the fall due.

Recommendation

That the Administration and Finance Committee acknowledges that the Responsible Accounting Officer has advised that the projected financial position of Council is satisfactory.

F4/14

Attachment/s:

1. Monthly Financial Statements - Income Statements February 2014
2. Monthly Financial Statements - Balance Sheet February 2014

F4/14

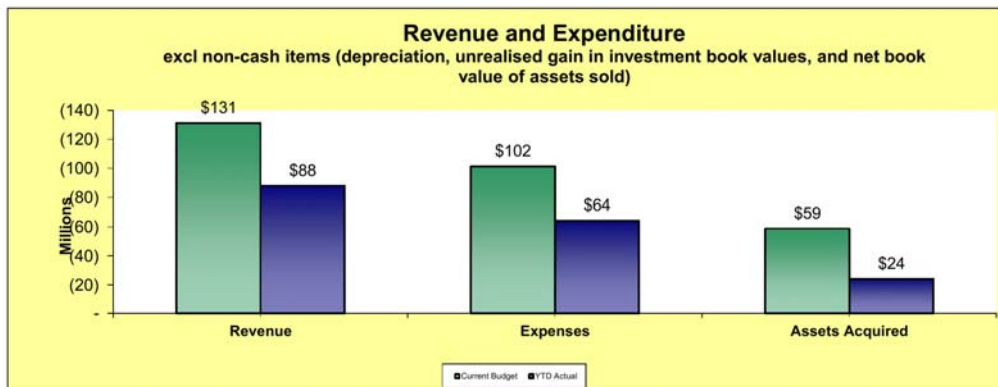


INCOME STATEMENT

for the financial year as at 28 February 2014

% OF YEAR EXPIRED AT 28 Feb 2014	66%
---	------------

	Original Budget (\$'000s)	Current Budget (\$'000s)	YTD Actuals (\$'000s)	% of Budget Spent/Earned
EXPENSES FROM CONTINUING OPERATIONS				
Employee Costs	52,976	53,008	34,996	66.0%
Materials & Contracts	32,102	34,907	20,585	59.0%
Depreciation & Amortisation	22,371	22,371	14,914	66.7%
Other Operating Expenses	13,489	13,623	8,710	63.9%
Total Expenses from Continuing Operations	120,939	123,909	79,205	63.9%
REVENUE FROM CONTINUING OPERATIONS				
Rates And Annual Charges	94,165	94,239	63,399	67.3%
User Charges And Fees	14,642	14,816	9,856	66.5%
Interest	2,531	2,781	1,893	68.1%
Other Revenues	7,735	7,794	4,778	61.3%
Operating Grants and Contributions	6,255	4,789	3,713	77.5%
Capital Grants and Contributions	5,408	6,901	4,437	64.3%
Gain/(Loss) on Disposal of Assets	1,679	1,679	(394)	-23.5%
Total Revenue from Continuing Operations	132,416	132,999	87,680	65.9%
Net Operating Result - Surplus/(Deficit)	11,477	9,090	8,475	
FUNDING STATEMENT				
SOURCE OF FUNDS				
Surplus/(Deficit) from Operations - Accrual	11,477	9,090	8,475	93.2%
Add Back Non-Funded Transactions included in Operations above				
- Depreciation	22,371	22,371	14,914	66.7%
- Sales of Assets (Book Value)	-	-	1,474	0.0%
- Transfer from Internal Reserves	13,430	26,245	15,375	58.6%
- Transfer from External Reserves	36,458	52,467	25,653	48.9%
- Unrealised Gain/(Loss) on Market Value of Investments	-	-	(64)	
Net Funds Available	83,737	110,172	65,826	59.7%
APPLICATION OF FUNDS				
Assets Acquired	33,745	58,926	24,268	41.2%
Transfer to Internal Reserves	15,179	15,179	12,520	82.5%
Transfer to External Reserves	34,804	36,054	25,390	70.4%
Total Funds Applied	83,727	110,158	62,178	56.4%
Total Funds Surplus/(Deficit)	9	14	3,648	



F4/14

F4/14

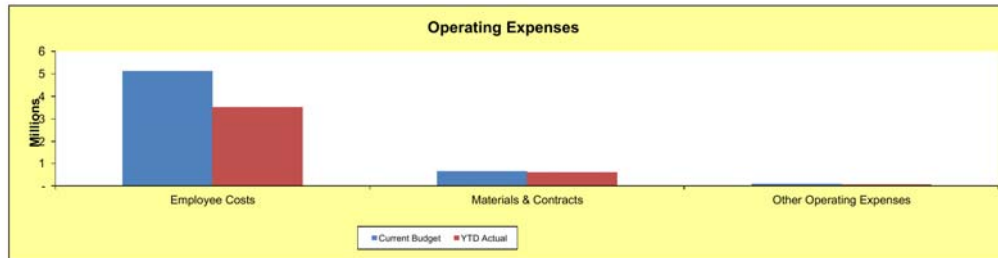


OFFICE OF THE GENERAL MANAGER INCOME STATEMENT

for the financial year as at 28 February 2014

% OF YEAR EXPIRED AT 28 Feb 2014	66%
---	------------

	Original Budget (\$'000s)	Current Budget (\$'000s)	YTD Actuals (\$'000s)	% of Budget Spent/Earned
EXPENSES FROM CONTINUING OPERATIONS				
Employee Costs	5,097	5,120	3,529	68.9%
Materials & Contracts	570	635	605	95.3%
Other Operating Expenses	59	68	58	86.0%
Total Expenses from Continuing Operations	5,725	5,823	4,192	72.0%
REVENUE FROM CONTINUING OPERATIONS				
Operating Grants and Contributions	20	80	100	124.4%
Total Revenue from Continuing Operations	20	80	100	124.4%
Net Operating Result - Surplus/(Deficit)	(5,705)	(5,743)	(4,092)	



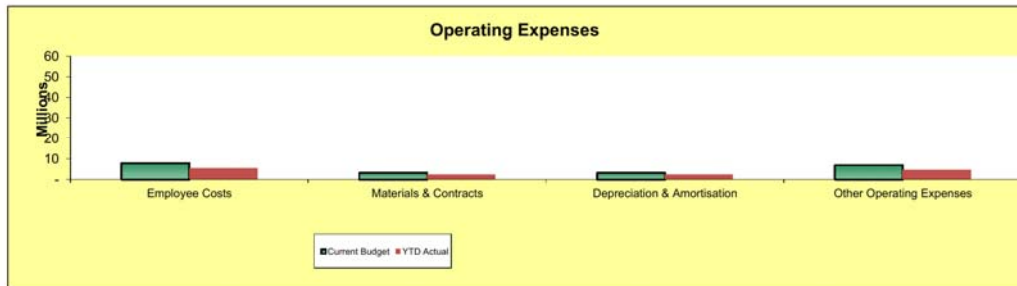


GOVERNANCE AND FINANCIAL SERVICES INCOME STATEMENT

for the financial year as at 28 February 2014

% OF YEAR EXPIRED AT 28 Feb 2014	66%
---	------------

	Original Budget (\$'000s)	Current Budget (\$'000s)	YTD Actuals (\$'000s)	% of Budget Spent/Earned
EXPENSES FROM CONTINUING OPERATIONS				
Employee Costs	7,973	7,973	5,259	66.0%
Materials & Contracts	3,123	3,302	2,308	69.9%
Depreciation & Amortisation	3,294	3,294	2,196	66.7%
Other Operating Expenses	7,001	7,002	4,547	64.9%
Total Expenses from Continuing Operations	21,392	21,572	14,311	66.3%
REVENUE FROM CONTINUING OPERATIONS				
Rates And Annual Charges	65,523	65,597	44,033	67.1%
User Charges And Fees	902	902	645	71.5%
Interest	2,157	2,407	1,635	67.9%
Other Revenues	2,766	2,766	1,865	67.4%
Operating Grants and Contributions	3,327	1,751	1,367	78.1%
Total Revenue from Continuing Operations	74,675	73,423	49,544	67.5%
Net Operating Result - Surplus/(Deficit)	53,283	51,852	35,233	
CAPITAL PURCHASES (NOT INCLUDED ABOVE)				
CAPITAL PURCHASES				
Total Purchases	1,685	2,647	733	27.7%
<i>Detail as following:</i>				
IT Equipment	1,685	2,647	733	27.7%



F4/14

F4/14

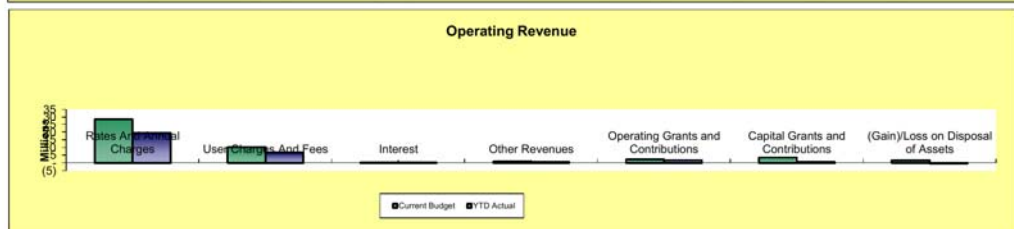
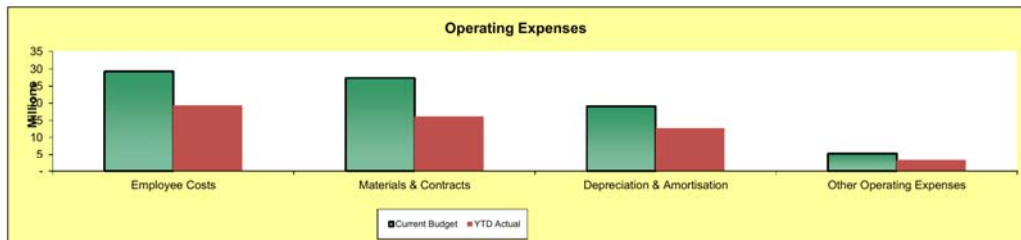


CITY SERVICES INCOME STATEMENT

for the financial year as at 28 February 2014

% OF YEAR EXPIRED AT 28 Feb 2014	66%
---	------------

	Original Budget (\$'000s)	Current Budget (\$'000s)	YTD Actuals (\$'000s)	% of Budget Spent/Earned
EXPENSES FROM CONTINUING OPERATIONS				
Employee Costs	29,334	29,334	19,326	65.9%
Materials & Contracts	25,737	27,400	16,088	58.7%
Depreciation & Amortisation	19,077	19,077	12,718	66.7%
Other Operating Expenses	5,216	5,239	3,125	59.7%
Total Expenses from Continuing Operations	79,363	81,049	51,257	63.2%
REVENUE FROM CONTINUING OPERATIONS				
Rates And Annual Charges	28,642	28,642	19,366	67.6%
User Charges And Fees	10,002	10,109	6,865	67.9%
Interest	208	208	148	71.1%
Other Revenues	902	902	533	59.1%
Operating Grants and Contributions	2,365	2,414	1,796	74.4%
Capital Grants and Contributions	3,308	3,551	774	21.8%
(Gain)/Loss on Disposal of Assets	1,679	1,679	(394)	-23.5%
Total Revenue from Continuing Operations	47,105	47,504	29,089	61.2%
Net Operating Result - Surplus/(Deficit)	(32,258)	(33,545)	(22,169)	
CAPITAL PURCHASES (NOT INCLUDED ABOVE)				
Total Purchases	31,630	55,989	23,371	41.7%
<i>Detail as following:</i>				
Parks Construction	5,370	16,555	8,257	49.9%
Roads Construction	8,706	11,626	3,806	32.7%
Drainage Construction	1,194	2,016	255	12.7%
Building Construction	11,498	14,221	1,787	12.6%
Library Resources	387	395	163	41.4%
Des Renford Leisure Centre	100	3,745	3,417	91.2%
Contaminated Site Management	-	-	32	0.0%
Vehicular Access	500	500	432	86.4%
Plant and Equipment	3,875	6,930	5,221	75.3%



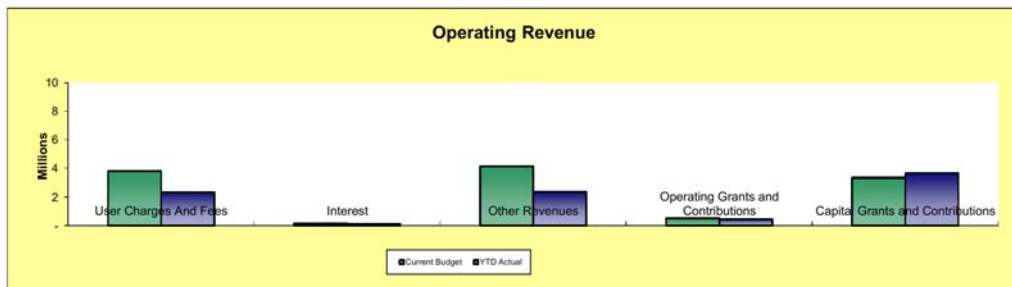


CITY PLANNING INCOME STATEMENT

for the financial year as at 28 February 2014

% OF YEAR EXPIRED AT 28 Feb 2014	66%
---	------------

	Original Budget (\$'000s)	Current Budget (\$'000s)	YTD Actuals (\$'000s)	% of Budget Spent/Earned
EXPENSES FROM CONTINUING OPERATIONS				
Employee Costs	10,573	10,581	6,881	65.03%
Materials & Contracts	2,672	3,570	1,584	44.37%
Other Operating Expenses	1,214	1,314	979	74.52%
Total Expenses from Continuing Operations	14,458	15,466	9,445	61.07%
REVENUE FROM CONTINUING OPERATIONS				
User Charges And Fees	3,739	3,806	2,346	61.65%
Interest	166	166	110	66.67%
Other Revenues	4,068	4,126	2,380	57.68%
Operating Grants and Contributions	543	543	449	82.75%
Capital Grants and Contributions	2,100	3,350	3,662	109.32%
Total Revenue from Continuing Operations	10,615	11,991	8,948	74.63%
Net Operating Result - Surplus/(Deficit)	(3,843)	(3,475)	(496)	
CAPITAL PURCHASES (NOT INCLUDED ABOVE)				
CAPITAL PURCHASES				
Total Purchases	430	290	164	56.48%
<i>Detail as following:</i>				
Sustaining Our City Projects	430	290	164	56.48%



F4/14



BALANCE SHEET

at 28 February 2014

F4/14

	Actual as at 30 June 2013	Actual as at 28 February 2014
CURRENT ASSETS		
Cash, Cash Equivalents & Investments	62,187	61,532
Receivables	6,782	2,742
Inventories	567	593
Other	392	225
TOTAL CURRENT ASSETS	69,929	65,091
NON-CURRENT ASSETS		
Infrastructure, Property, Plant & Equipment	1,265,138	1,287,932
TOTAL NON-CURRENT ASSETS	1,265,138	1,273,018
TOTAL ASSETS	1,335,067	1,338,110
CURRENT LIABILITIES		
Payables	15,871	8,862
Provisions & Prepayments	14,851	16,427
TOTAL CURRENT LIABILITIES	30,722	25,289
NON-CURRENT LIABILITIES		
Payables	260	260
Provisions & Prepayments	205	205
TOTAL NON-CURRENT LIABILITIES	465	465
TOTAL LIABILITIES	31,187	25,754
NET ASSETS	1,303,881	1,312,356
EQUITY		
Retained Earnings	753,096	761,571
Revaluation Reserves	550,785	550,785
TOTAL EQUITY	1,303,881	1,312,356

Notice of Rescission Motion No. NR5/14



Subject: Notice of Rescission Motion from Crs
Stevenson, Andrews & Seng - Review
of Council IT policy to stop unnecessary
transmission towers

Folder No: F2012/00087

Submitted by: Councillor Stevenson, Central Ward; Councillor Andrews,
Central Ward; Councillor Seng, Central Ward

That the resolution passed at the Ordinary Council meeting held on Tuesday, 25 March 2014 reading as follows:

RESOLUTION: (Stavrinos/Moore) that:

- a) a decision for Wi-Fi to be provided to Randwick residents be deferred to the next Councillors' Workshop in November 2014;
- b) the existing microwave links between all Council sites are retained; and
- c) Council commission additional microwave links as required operationally to sites currently utilising ADSL2+ phoneline connectivity and those sites with no backup links in place.

BE AND IS HEREBY RESCINDED.

NR5/14