

Business Reporting 2012-13

Q1

1. Overview

This document reports on Council's performance as measured against Wyong Shire Council's Strategic Plan for 2012-2016, it covers the period for the three months ended 30 September 2012 (Q1).

The 2012-13 financial year is focussed on Council's continued journey to achieving long term financial sustainability. Council's target for 2012-13 is an operating shortfall of (\$10m). To achieve this result Council will continue to implement tight management controls around expenditure and rigorous business planning to ensure a sound financial result whilst still delivering acceptable levels of service to our community.

Operating Result

The operating result year to date (YTD) is a surplus of \$99.8m against a budget of \$96.7m. This result includes Rates and Annual Charges income of \$135.6m which represents the full year income. The adjusted first quarter result, excluding quarters' two to four rating revenue is (\$1.9m) deficit, against a budgeted deficit of (\$5.5m). Work will continue to identify the risks to budgets and to reaffirm Council's commitment to the target of a (\$10m) deficit at year end - despite significant budget challenges.

Capital Works

YTD expenditure totals \$11.2m, against the YTD budget of \$13.0m, and represents 12.6% of the full year capital budget.

It is typical to find that the first quarter of capital expenditure is a quieter period of activity than other quarters due to the need to investigate, design and commence new works.

Financial Snapshot

Financial Performance 2012-13 Year to Date			
	Actuals YTD \$'000	Adopted Budget YTD \$'000	Full Year Budget \$'000
Income (excluding capital)	154,465	157,457	237,560
Expenses	54,687	60,786	247,560
Net Operating Result	99,778	96,671	(10,000)
Financial Position 2012-13 Year to Date			
	Actuals YTD \$'000	Full Year Budget \$'000	
Assets	2,570,465	2,194,923	
Liabilities	311,517	318,255	
Position	2,258,948	1,876,668	

Council's financial position shows \$2.3b net equity.

The improved position over budget is due to:

Receivables from Rates and Annual Charges being highest at the beginning of the year when annual charges are raised and decreases during the year as rate instalments fall due.

In addition Infrastructure, Property, Plant and Equipment is over original budget expectations \$300m due to the financial impact of the revaluation of Water and Sewer assets in June 2012 that was greater than original budget estimates.

2. Highlights

New Council Elected

In September Local Government Elections were held and the newly elected Council comprises six Councillors who have been returned in Cr Greg Best, Cr Doug Eaton, Cr Bob Graham, Cr Lisa Matthews Cr Doug Vincent and Cr Lynne Webster, and four new Councillors: Cr Ken Greenwald, Cr Luke Nayna, Cr Lloyd Taylor and Cr Adam Troy.

The new Council will have a focus on creating jobs and attracting investment in the Shire.

Help with affordable homes

In July Council welcomed the announcement of \$4.5 million in Federal funding to assist with the construction of water and sewer infrastructure for the Warnervale Town Centre, which will be a catalyst to produce an affordable housing program in the north Wyong area and will assist home buyers in terms of affordability.

As part of the Federal Government's Building Better Regional Cities program, the construction of water and sewer infrastructure is scheduled to be completed by the end of March, 2014.

This is yet another significant step forward for the Warnervale Town Centre.

Interest rate subsidy welcomed

In July Council welcomed a NSW Government interest subsidy on loans totalling \$7.1 million that will help improve the local road network and save Council \$1.6 million.

Council received a 4 per cent loan interest subsidy under the State Government's Local Infrastructure Renewal scheme that has netted interest subsidies for borrowings on \$3.9 million of work for a local road renewal pavement program and \$3.2 million for work on Warnervale Road in an area notorious for low-level flooding.

Record roads program a win for residents

In 2011-12 Council successfully completed a record roads capital works program aimed at increasing the condition of the Shire's 1,052 kilometres of sealed road pavements.

Council reconstructed 9.7 kilometres of road, and also resurfaced 42 kilometres, representing an increase of more than 100 per cent compared to the works completed over the previous four years.

Council has managed to complete these works while also reducing its operating deficit from \$30 million to \$12.4 million over the past two years.

The works were made possible following the endorsement of Councillors early last year to allocate an additional \$5 million a year to road improvement works in the Shire until 2016.

A further allocation of \$1.5 million was made to Council's roadwork's program from savings made in other capital works programs late last year.

In the past 12 months, Council has:

- Replaced 9.7 kilometres of road pavement compared to 4.5 kilometres in 2010-11 and 3.9 kilometres in 2009-10
- Resealed 42 kilometres of road compared to 11.7 kilometres in 2010-11 and 18.9 kilometres in 2009-10
- Constructed 2.3 kilometres of footpaths
- Constructed 3.3 kilometres of shared pathways compared to 1 kilometre in 2010-11 and 3 kilometres in 2009-10
- Restored/Replaced 11 Timber Bridges compared to three in 2010-11 and one in 2009-10.

As a result of these works, Council's Road Pavement Condition Index – the tool used to measure the overall standard of roads – increased from a rating of 4.9 to 6.5.

Council made a conscious decision at the start of last financial year to invest heavily in fixing and

repairing our local road network over a five year period. Council's 2012-13 Strategic Plan maintains an increased investment towards increasing the Shire's sealed road network's overall condition.

Major projects proposed for 2012-13 include the completion of Minnesota Road and the start of upgrading Warnervale Road, a project which was fast-tracked by Council earlier this year.

Works already completed in the first quarter of 2012-13 include new road pavements at Gavenlock Road, Tuggerah; Owen Avenue, Wyong; Ourimbah Creek Road, Palmdale; Malvina Parade, Lake Haven and Goorama Ave, San Remo.

Council invests in sewer infrastructure

In August Council started work on a \$3.5 million sewer rehabilitation program and pump station upgrades in various locations throughout the shire as part of its commitment to providing a safe and efficient sewer network.

There are two components to the program:

1. Sewer rehabilitation program includes the inspection, cleaning and relining of approximately 10 kilometres of sewer mains and will improve the performance and reliability of the sewer system in the area.
2. Budgewoi sewer pumping station will be upgraded to provide reliable and efficient sewerage infrastructure to the local community.

Both projects are expected to be completed by December 2012.

Wyong's sewer network is around 50 years old, and Council's commitment is to review and maintain the system every year to ensure minimal impact of overflows and odours to the community and environment. The works are a significant investment to boost the operation of the region's 1,252 kilometres of sewer pipelines.

Wyong Shire Council Reaches Social Media Milestone

In July Council passed a significant communication milestone, when the number of Twitter followers hit 2,000. Council has now issued almost 3,000 tweets since it became an early adopter of Twitter in October 2008. This compares favourably to nearby councils as well as councils of similar grouping to us under DLG (Group 7), and some larger Councils.

Council uses Twitter and Facebook to actively communicate with residents at low cost. We tweet an average of 72 messages a month. Council's Tweets are often 'retweeted' and used in online newsletters; a number of councils and government bodies come to us for advice on social media; and many media outlets receive our Twitter feeds.

NAIDOC Week

Council celebrated NAIDOC Week in July with a flag raising ceremony and intergenerational bush tucker cook off. NAIDOC is a national celebration of Aboriginal and Torres Strait Islander cultures and an opportunity to recognise the invaluable contributions of Indigenous Australians in various fields.

Over 160 local residents joined Graeme Mundine, the CEO of Catholic Aboriginal Ministries and students from Council's Ngura Program in a flag raising ceremony at the Civic Centre. Festivities then continued at Wyong Town Park where attendees were treated to bush tucker prepared on site by three teams from the local Indigenous Community.

State softball championship a home run for Shire

In September the recently opened Bateau Bay sports complex hosted the NSW Softball under-13's State Championship.

Council worked closely with Central Coast Softball and Softball NSW to bring these championships to the Central Coast. The Bateau Bay Sports Facility is the official home of softball on the Central Coast and these titles are the first of many events that we hope to attract to the area to make use of the first class facilities on offer.

The titles brought more than 600 competitors and 400 spectators to the Shire, with a boost to the local economy of more than \$120,000.

Council provided home business advice at Expo

Council was a proud sponsor of the Central Coast Business Expo held in September at Mingara Recreation Club and was also on hand to provide advice to members of the public thinking about starting up their own home business.

The expo was a great opportunity to present on the preparation and submission of applications for small business, with the focus on home business. There is a lot to consider but setting up a home based business can be very rewarding and add to the local economy.

Council was happy to sponsor the event, which highlight the outstanding depth of businesses we have here on the Central Coast and Council will continue working with all local businesses to assist in job creation opportunities for our residents.

Council hosts Beijing government delegates

In September Council hosted 21 delegates from the Beijing Government, keen to find out about development opportunities in the Shire. Council's presentation involved an outline of economic opportunities in the Shire and an overview of future planning projects.

Part of the presentation also involved the proposed Chinese Cultural Theme Park at Warnervale. Last year, an agreement was signed between the Australia China Cultural Foundation (ACCFI) and Council to investigate a site at Warnervale as the potential home of a Chinese Cultural Theme Park. The agreement allowed the proponents to investigate a potential 15 hectare site, on Council land, for the purpose of constructing the \$500 million Cultural Theme Park.

It is a great coup for Council to have our work recognised at an International level. This has the potential to be one of the biggest tourism developments in New South Wales in a number of years and also create more than 1000 jobs in the local area. The delegation was very interested in being briefed on the progress of this development and they were very enthusiastic about the work Council has done to assist in getting it to this level.

Mr Yellow asks: "Where's ya bin?"



Council has a new recycling mascot with a clear message: "Don't forget to recycle."

Council would like to welcome on board Mr Yellow, a character who has dedicated his life to give residents the recycle message.

Coast residents are good recyclers but, on average, about eight per cent of items placed in the yellow lid recycling bins shouldn't be there as they are contaminated material. Conversely, almost 20 per cent of the contents people place in our red lid bins is recycling which should go in the yellow bin ... stuff like pizza boxes, yoghurt containers and oven trays.

Last year Central Coast residents recycled 18,000 tonnes of material that has been re-made into a range of different products from egg cartons and wheelie bins to new aluminium and steel cans.

This saves us from digging up further precious resources. That's why Mr Yellow's message is important ... rediscover your yellow bin and think more about recycling your waste."

Strong Government support for Iconic Council program

In September Council's Iconic Development Sites program received significant support from the State Government, which recently gave a determination to allow a Planning Proposal for one of the sites to proceed to public exhibition.

The move by the State Government has opened the door to develop the 'Key Site' on the corner of Marine Parade and The Entrance Road. The Planning Proposal seeks to amend Council's zoning instrument to permit additional building height on the site.

This is a win for The Entrance community and Council looks forward to being able to announce further good news in the future in regard to our Iconic Sites across the Shire. The community and developers can have confidence that our process is working and the State Government is being very supportive of our work.

At the end of 2010, Council identified 28 iconic development sites around the Shire as having the potential to provide an economic stimulus to the Shire and create jobs.

New Technology for Holiday Parks

Central Coast Holiday Parks have developed new banners containing QR (Quick Response) Codes. Current and potential customers are now able to scan the code from up to 2-3 metres away with their smart phones and go straight to our website.

This banner was used at the recent Penrith Camping, Caravanning & Holiday Expo.

The QR code is being introduced to all Holiday Park brochures and business cards. It will also be displayed on reception windows at each Holiday Park. This will benefit current and potential customers who want to make after hours enquiries as well as provide access to Holiday Park information 24 hours a day.

Central Coast Women in Business Awards

In late September the Central Coast Women in Business Awards were held at Crowne Plaza, Terrigal.

In the "Women in Local Government" award category Beth Jones, Council's Assistant Manager for Care and Education, was announced as a finalist and was declared the winner.

Wyong Council staff have won this category for the last three consecutive years. Our continued success in this award highlights the skills, enthusiasm and dedication that our staff impart to Council and the community in the Wyong Shire.



Australian Child Care Week

Australian Child Care Week was celebrated from 24 September to 28 September with this year's theme being "Our Focus - Our Children".

Australian Child Care Week aims to recognise the importance of working together to provide children with rich and engaging experiences in their early learning and acknowledges the dedication of the carers and teachers who guide their development.

Little Coast Kids, Care & Education Centres participated in the event by presenting a variety of activities throughout the week including community visits, family participation and joint art events with the local school with the theme "Helping Hands".

National Threatened Species Day

On 7 September Council coordinated a community event at Memorial Park, The Entrance for National Threatened Species Day with the support from the Australian Government's Caring for our Country. The event aimed to raise awareness of local threatened species and the conservation work undertaken by Council, the zoological industry and volunteer conservation organisations.

Over the duration of the event, several hundred people interacted with live animals such as koalas, quolls and pythons and learnt why they are threatened, what local organisations are doing and how individuals can help. There are over 150 threatened species of plants and animals in Wyong Shire alone including the endangered Little Tern which breeds at North Entrance each summer.

3. Progress on Principal Activities

Council's Delivery Plan

Council's 2012-16 Strategic Plan details the main activities Council will deliver from 2012-13 through to 2015-16.

The Local Government (Planning and Reporting) Amendment Act 2009 requires Council to prepare a 4 Year Strategic Plan and report to Council quarterly on progress against it.

Council's Strategic Plan contains the:

- **4 Year Delivery Plan**

The 4 Year Delivery Plan outlines the Principal Activities plus the capital investment to be undertaken by Council in the medium term. It also includes actions for delivering the objectives and strategies within the Community Strategic Plan.

- **Annual Plan**

The Annual Plan is a subset of the 4 Year Delivery Plan and describes the activities to be undertaken by Council in the 2012-13 financial year. The Annual Plan includes the Capital and Operational Expenditure Budgets for the coming financial year.

Council's Principal Activities

Council has the following 12 Principal Activities that are the core services it provides to the community:

1. Community & Education
2. Community Recreation
3. Economic & Property Development
4. Council Enterprises
5. Regulatory
6. Environment & Land Use
7. Waste Management
8. Roads
9. Drainage
10. Sewerage Services
11. Water Supply
12. Administration

Assessing Council's Progress

In assessing Council's progress in implementing the 2012-16 4 Year Delivery Plan and the 2012-13 Annual Plan, a range of qualitative and quantitative performance measures are used.

Within the Strategic Plan there are Key Performance Indicators (KPIs) which focus on overall organisational performance and Service Performance Indicators (SPIs) which focus on the individual services and products Council provides to the community through its Principal Activities. There are also details of relevant actions that Council has decided to take to achieve required outcomes for the community. The organisational KPIs have been allocated to relevant Units and are reported together with the other Unit specific indicators. This report details the progress against the relevant performance indicators and actions from the Strategic Plan. Where targets have not been achieved or actions are not on track, comment is provided as to how this will be addressed in future quarters.

The table below is a summary of the overall progress; see Attachment 10 for a detailed report on progress for the first quarter.

Status	Number	%
On Track	348	89.7
Not On Track	19	4.8
KPI Achieved	6	1.6
Project Completed	6	1.6
Project Deferred	9	2.3

Major Projects

The Strategic Plan also identifies 17 Council projects as "**Major Projects**". These are high-priority projects that are designated by the General Manager as being of critical importance to improving service delivery to the community.

Responsibility for completion of these critical projects in accordance with their approved work program usually rests with Operational Units or Departments. A Major Projects Unit in the General Manager's Department supports and monitors progress as well as being directly responsible for delivery of the remainder of the Projects. The table below lists the overall status of each Major Project. Further details on progress of specific actions related to the Major Projects are also contained within the relevant Principal Activity in Attachment 10.

Wyong Shire Council Designated Major Projects		
Project Name	Responsible Unit	YTD Progress
Shire-wide Comprehensive LEP and DCP	6.02 Land Use Planning and Policy Development	On Track
Warnervale Town Centre	3.02 General Manager Major Projects	On Track
Water Corporation Establishment	10.01 & 11.01 Water and Sewerage	On Track
Disaster Management Plan	12.09 Plant, Fleet and Depots	Not on Track, Project scope significantly underestimated.
"Councils on Line" Computer System	12.06 Information Management	On Track
Community Facilities Review	1.01 Community and Cultural Development	Review Complete, now in implementation phase.
Soil Processing Sites	7.01 Waste	On Track
Coastline Management Plan	6.01 Environment and Natural Resources	On Track
Porters Creek Stormwater Harvesting Scheme	6.01 Environment and Natural Resources	On Track
Capital Works Program	Infrastructure Management	On Track
Wyong Shire "Art House" (<i>Awaiting Funding</i>)	1.01 Community and Cultural Development	On Track
Library (The Entrance and Bateau Bay)	1.04 Community Lifelong Learning	On Track
Iconic Sites Development	3.01 Place Management	On Track
Property Portfolio Strategy	3.03 Economic and Property Development	On Track
Asset Management Strategy	12.01 Asset Management	On Track
Plant Review	12.09 Plant, Fleet and Depots	On Track
Wyong Shire Loyalty System	12.06 Information Management	On Track

4. Financial Report

FINANCIAL PERFORMANCE

Operating Result

The Q1 financial result is slightly favourable to budget, with income (excluding capital income) under budget by \$3.0m and expenditure under budget by \$6.1m, net \$3.1m favourable result year to date.

Financial Performance 2012-13 Year to Date			
	Actuals YTD \$'000	Adopted Budget YTD \$'000	Full Year Budget \$'000
Income	157,242	158,682	248,721
Expenses	54,687	60,786	247,560
Net Operating Result	102,555	97,896	1,161
Net Operating Result before capital grants & contributions	99,777	96,672	(10,000)
Net Operating Result adjusted for Rates and Annual Charges Q2 - Q4	901	(4,248)	
Net Operating Result before capital grants & contributions adjusted for Rates and Annual Charges Q2 - Q4	(1,876)	(5,473)	

In previous years budget carryovers from the prior year have placed considerable pressure on Council's targeted operating result. In 2012-13 budget carry-overs from 2011-12 were not approved unless an offsetting reduction in expenditure was identified. Council worked hard to establish a 2012-13 plan which incorporates a fully resourced operating result and capital works program and carrying-over budgets (as we have in the past) would have had the potential to undo all that good work.

Attachment 8 lists the proposed budget amendments identified during Q1, and offsets have been identified in all cases, and the targeted operating deficit remains (\$10m).

The detailed financial reports can be found on pages 34 to 42 of this document, while the following pages provide an analysis of the Q1 results.

Income Analysis

As at 30 September 2012, income (including capital) is under budget by (\$1.4m). Analysis of this variation is below.

	CONSOLIDATED			
	Last Year	YTD	YTD	FYR
	Actual	Actual	Adopted	Adopted
	2011-12	2012-13	Budget	Budget
	\$'000	\$'000	2012-13	\$'000
INCOME from continuing operations:				
Rates & Annual Charges	127,394	135,539	136,192	136,497
User Charges & Fees	53,742	12,804	14,319	62,744
Interest and Investment Revenue	9,272	2,407	1,924	7,761
Other	3,893	1,175	1,223	3,838
Grants & Contributions Operating	29,062	2,389	3,675	25,428
Grants & Contributions Capital	14,679	2,777	1,225	11,161
Gain from the Disposal of Assets	660	151	123	1,292
Total income from continuing operations	238,702	157,242	158,682	248,721

Rates and Annual Charges

Rates & Annual Charges \$135.5m against a year to date budget of \$136.2m, an unfavourable variation of (\$0.7m). This variation reflects a changed and improved accounting process for the recognition of internal Rates & Annual Charges. A proposed Q1 budget amendment for internal charges and included later in this report will resolve this variance, with no change to the bottom line result.

User Charges & Fees

User Charges & Fees \$12.8m against a year to date budget of \$14.3m, an unfavourable variation of (\$1.5m). The largest variation is in tipping revenue which is \$1.3m unfavourable due to reduced tonnages being received at Buttenderry Waste Management Facility. This variation is offset by reduced EPA Levy payments and other operating costs.

Interest & Investment Revenue

Interest & Investment Revenue \$2.4m against a year to date budget of \$1.9m, a favourable variation of \$0.5m. This variation relates to interest on investments (\$0.3m in general fund and \$0.2m in water and sewer), which reflects a higher portfolio balance (and subsequent interest earnings) than when the original budget was formulated.

Other Revenue

Other Revenue \$1.2m against a year to date budget of \$1.2m, and no significant variations in this category.

Grants & Contributions Operating

Grants & Contributions Operating \$2.4m against a year to date budget of \$3.7m, an unfavourable variation of (\$1.3m). This variation relates to the Financial Assistance Grant (FAG). In the May 2012 budget the Commonwealth Government announced that it would bring forward the part payment of the 2012/13 FAG to provide local government with additional flexibility and assist them in responding to the widespread natural disasters and other cost pressures. This advance payment was paid in June. While this has a positive impact on the 2011/12 this has resulted in a negative budget impact in 2012/13. The full year impact of this will be monitored and brought to account before the end of 2012-13.

Grants & Contributions Capital

Grants & Contributions Capital \$2.8m against a year to date budget of \$1.2m, a favourable variation of \$1.6m. This variation primarily relates to Developer Contributions, which are favourable year to date by \$1.3m as a result of approval of twenty one units in Hamlyn Terrace in August and approval of a forty four lot subdivision in Woongarra in September.

Gain from the Disposal of Assets

Gain from the Disposal of Assets \$0.2m against a year to date budget of \$0.1m, and no significant variations in this category.

Expenditure Analysis

As at 30 September 2012, operating expenditure is under budget by \$6.1m. Analysis of this variation is below.

	CONSOLIDATED			
	Last Year	YTD	YTD	FYR
	Actual	Actual	Adopted	Adopted
	2011-12	2012-13	Budget	Budget
	\$'000	\$'000	\$'000	\$'000
EXPENSES from continuing operations:				
Employee Costs	73,443	17,713	19,957	81,500
Borrowing Costs	19,168	3,523	3,452	16,488
Materials and Contracts	44,975	8,799	12,384	56,866
Depreciation	55,629	14,069	13,661	55,182
Other	40,001	10,359	11,256	37,221
Loss from the Disposal of Assets	3,244	225	76	303
Total expenses from continuing operations	236,460	54,687	60,786	247,560

Employee Costs

Employee Costs \$17.7m against a year to date budget of \$19.9m, a favourable variation of \$2.2m. Employee costs are Council's largest expenditure type and are closely monitored. Council has continued to maintain strict internal controls over labour expenditure including internal approvals to ensure budget is achieved and a targeted overdue leave reduction program. \$1.6m of the year to date variation relates to Salaries and Wages and \$0.6m is superannuation, workers compensation, staff training and other miscellaneous employee costs.

Borrowing Costs

Borrowing Costs \$3.5m against a year to date budget of \$3.5m, no variation in this category.

Materials & Contracts

Materials & Contracts \$8.8m against a year to date budget of \$12.4m, a favourable variation of \$3.6m some of which is due to timing variations and is expected to catch up. It is not unusual to find that the first quarter of materials and contractors expenditure each year is less than other quarters as new works are in the planning stage. Continued close scrutiny of expenditure in this area will continue in the coming quarters.

A wide range of expenses are captured in this expense category. The most significant variations relate to the general purchase of materials which is under budget by \$1.1m and \$1.5m under budget in contract expenditure. Council continues to improve the budgetary control framework including improved accruals of expenditure on goods and services which have already been received and ongoing review of budget phasing.

Depreciation

Depreciation \$14.1m against a year to date budget of \$13.7m, an unfavourable variation of (\$0.4m). \$0.2m of this variation is the amortisation of Council's On Line (COL), with further minor variations in all depreciation categories. A full review of depreciation will occur in Q2 in conjunction with preparation of the 2013-14 budget.

Other Expenses

Other Expenses \$10.4m against a year to date budget of \$11.3m, a favourable variation of \$0.9m and relates primarily to reduced EPA Waste Levy payments as a result of reduced tonnages at Buttonderry Waste Management Facility.

Loss from the disposal of assets

Loss from the disposal of assets \$0.2m against a year to date budget of \$0.1m, and no significant variations in this category.

Operating Results - by Fund

Net operating results by fund were generally in line with budget expectations, with General Fund reporting a favourable variation to budget of \$3.2m, Water Fund reporting an unfavourable variation of \$1.0m and sewer Fund a favourable variation of \$0.9m.

	Full Year 2012 Actuals \$000	Q1 2013 Actuals \$000	Q1 2013 Adopted Budget \$000	Q1 2013 Variance \$000	FYR Adopted Budget 2013 \$000	Proposed Q1 Budget Changes \$000	Proposed FYR 2013 Budget
Net operating result before capital grants and contributions:							
General Fund	6,004	71,461	68,242	3,219	5,343	0	5,343
Water	(15,365)	8,553	9,567	(1,014)	(10,069)	0	(10,069)
Sewer	(3,076)	19,763	18,863	900	(5,274)	0	(5,274)
Consolidated	(12,437)	99,777	96,672	3,105	(10,000)	0	(10,000)
Including capital grants and contributions:							
General Fund	16,779	73,555	69,118	4,437	12,859	(729)	12,130
Water	(12,261)	9,094	9,816	(722)	(7,284)	0	(7,284)
Sewer	(2,276)	19,906	18,963	943	(4,414)	0	(4,414)
Net operating result	2,242	102,555	97,897	4,658	1,161	(729)	432

Net Operating Result by Fund before Capital Grants and Contributions

General Fund

- General Fund \$71.5m against a budget of \$68.2m, favourable variation of \$3.2m. The most significant variations are in :
 - Materials & Contracts \$3.3m favourable with the most significant variations in Waste Management \$1.3m, Community & Recreation Services \$0.6m in and Plant and Fleet \$0.4m.
 - Employee Costs \$2.0m favourable, \$1.4m in salaries and wages and \$0.6m in superannuation, workers compensation, staff training and other miscellaneous employee costs.
 - Other Operating Expenses \$1.4m favourable and relates to reduced EPA Waste Levy Payments of \$1.0m as a result of reduced tonnages at Buttonderry Waste Management Facility.
 - User Charges and Fees (\$1.3m) unfavourable due to reduced tonnages being received at Buttonderry Waste Management Facility.
 - Grants and Contributions Operating (\$1.2m) unfavourable due to the prepayment of the 2012-13 FAG in June 2012.

Water Fund

- Water Fund \$8.6m against a budget of \$9.6m, unfavourable variation of (\$1.0m). The most significant variations are in :
 - Depreciation (\$0.5m) unfavourable as a result of the revaluation of Water Supply assets that was undertaken in June 2012. A full review of depreciation budgets will be undertaken in Q2.
 - Other Operating Expenses (\$0.2m) unfavourable and relates to electricity costs.

Sewer Fund

- Sewer Fund \$19.8m against a budget of \$18.9m, favourable variation of \$0.9m. The most significant variations are in :
 - Operating Revenue \$0.3m favourable with minor variations in each revenue category.
 - Depreciation \$0.6m favourable as a result of the revaluation of Sewer assets that was undertaken in June 2012. A full review of depreciation budgets will be undertaken in Q2.

Operating Results - by Reportable Business Unit

Net operating results by reportable Business Unit are shown in the following table.

	Full Year 2012 Actuals \$000	Q1 2012 Actuals \$000	Q1 YTD Adopted Budget \$000	Q1 Variance \$000	FYR Adopted Budget 2013 \$000	Proposed Budget Changes \$000	Proposed FYR 2013 Budget
Waste Management	2,579	25,372	24,864	508	7,877	0	7,877
Holiday Parks	205	(238)	(101)	(137)	891	0	891
Children's Care & Education	(741)	(25)	(78)	53	(654)	0	(654)

Including Tax Equivalent Payments

An analysis of the Q1 performance is as follows:

Waste Management

Waste Management \$25.4m against a year to date budget of \$24.9m, favourable variation of \$0.5m. The most significant variations are in:

- o Rates and Annual Charges (\$0.4m) unfavourable - A proposed Q1 amendment in the budget for internal charges to reflect an improvement in the accounting process will resolve this variance.
- o User Charges and fees (\$1.3m) unfavourable – due to reduced tonnages being received at Buttonderry Waste Management Facility.
- o Materials and Contracts \$1.3m favourable – primarily comprised of \$1.0m in materials and contracts and \$0.5m in corporate overheads.
- o Other Operating Expenses \$1.1m favourable - Reduced tonnages and soil re-processing has resulted in reduced EPA levy payments, which largely offsets the unfavourable revenue variance.

Holiday Parks

Holiday Parks (\$181k) against a year to date budget of (\$44k), unfavourable variation of (\$137k). The most significant variations are in:

- o User charges and fees favourable \$98k. Occupancy for the quarter was 46%, which will rise during the summer peak periods.
- o Expenses Unfavourable (\$235k). This variation is predominantly due to unbudgeted legal expenses of \$110k concerning a legal dispute with a construction contractor engaged to undertake new works and improvements at the Holiday Parks. In addition as user charges and fees are higher year to date than anticipated the holiday park monthly commission payments are over budget as are electricity charges. These areas will continue to be monitored as the year progresses.

Children's Care and Education

Children's Care and Education (\$25k) against a budget of (\$78k), favourable variation of \$53k.

- Income is under budget by (\$160k) and expenditure is under budget by \$213k. Budgeted utilisation levels are not being met at some centres. A reduction in utilisation also reduces expenditure due to reduced staffing requirements. A marketing strategy has been developed and commenced at the end of June 2012 to assist in increasing utilisation.
- Vacation Care only operated at three sites during Q1. Vacation Care utilisation is less than budgeted at all sites, Blue Haven achieved the highest utilisation, and attendance patterns at this location are trending up. Killarney Vale, Blue Haven and Ourimbah are currently awaiting service approval certification from the Department of Education and Communities and will be required to submit their Quality Improvement Plans in the next quarter.

CENTRAL COAST JOINT SERVICES PROJECT

The Central Coast Joint Services Project (CCJSP) is a joint initiative of Wyong and Gosford Councils designed to improve the delivery of services to the community and reduce the cost of business. The project involves the establishment of two new Council-owned organisations by 1 July 2017:

- Central Coast Water Corporation
- Joint Services Business

The project aims to:

- provide for the regional management of water and wastewater services
- reduce costs through the creation of common administrative & IT systems, aligning policies and procedures
- create greater organisational resilience through pooled resources
- reinvest savings in community services and projects

At the end of June 2012, the Central Coast Regional Organisation of Councils (CCROC) approved an Implementation Workplan providing for the delivery of the project according to nine (9) stages, with Stage 1 – Set the Course – running from July to the end of the year.

Central Coast Water Corporation

The Central Coast Water Corporation is a statutory corporation that has been created to provide water and sewer services for the Central Coast (currently provided by the Councils). The Corporation is owned in equal shares by the Councils and the shares cannot be sold or transferred. It is governed by a Board of Directors with Council representatives. It has equally important environmental, social and commercial statutory objectives.

The Councils have agreed to transfer their water and sewer responsibilities to the Corporation as of 1 July 2017.

The inaugural Board of Directors was appointed in December 2011 with the Councils' General Managers appointed as the Shareholders' initial representatives. No staff have been transferred to the Corporation but a Senior Manager, currently Mr Rod Williams, Director of Water & Sewer (GCC), has been made available to the Board to provide assistance with its day to day obligations.

During Q1 the following key activities were undertaken by the Board:

- CCWC Strategic Planning Workshop developed Business Strategy, Vision and Mission
- Audited Financial Statements for 2011-12 completed

Central Coast Joint Services Business

The Councils have agreed to create a joint service business (JSB) that will provide 'back end' corporate functions to the Councils and Corporation. Through the implementation of common systems, the Councils will be able to reduce the cost of doing business which can be reinvested in community activities. The Councils have agreed that the JSB will be fully operational from 1 July 2017 and are currently investigating the optimal operating structures and service offering.

Project Control

The CCJSP is overseen by a Project Control Group (PCG) comprising the General Managers, senior officers and representatives of the CCWC and unions. A Program Management Office (PMO) has been established to oversee the project on behalf of the PCG. Workgroups have been formed with senior officers seconded from the two Councils.

Key Activities

During Q1 the following key activities were undertaken by the Councils:

- Statutory documentation such as the Central Coast Water Corporation, Water Management Act and Local Government Act have been reviewed and amendments recommended to the NSW Government to accommodate the Councils' decisions in June 2012 – discussions are ongoing
- A Strategic Project Management Plan, Project Plans for dedicated Workgroups and Communication & Engagement Plan have been prepared
- Ongoing discussion with key stakeholders such as the Independent Pricing and Regulatory Tribunal regarding recovery of establishment costs
- Establishment of a working party with Deputy President Harrison of the Industrial Relation Commission and unions to develop new industrial coverage
- Extensive communications with staff from both Councils including
 - Combined Gosford/Wyong Managers' Forum (August) with guest speaker from the Australian Centre of Excellence in Local Government
 - Newsletter issued to all staff and Councillors
 - Intranet sites updated at both Councils with project information

Emerging Issues

- Exploration of additional services to be included in JSB 'service offering'. Business cases regarding customer interaction and purchasing to be put to CCROC meeting November 2012
- Ensuring that the Project is reflected in the Councils' 2013-2017 Strategic Planning and reporting framework and plans
- Statutory and regulatory overlaps and constraints have been identified and are being discussed with various stakeholders

Financial Overview

The following table provides a high level summary of expenditure to date. It is split between expenditure incurred by the Councils and expenditure incurred by the Board of CCWC. Expenditures are on track against budget over the project timeframe.

	Total Project			2012-13		
	Total Budget (to 30 June 2013)	Current Estimated Final Cost (To 30 June 2013)	Total Expended and Committed	Total Expenditure to date	2012-13 Budget	2012-13 Expenditure to date
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
CCWC - Councils' Project Expenditure						
External Resources	1688	1988	1048	927	900	63
Internal Resources						
Project Management Team	1,613	1,613	785	785	750	145
Accommodation	300	191	165	125	150	28
Delivery Team	810	810	0	0	0	0
Subtotal	2,723	2,614	950	910	900	173
CCWC - Corporation Expenditure						
Board Expenses	500	500	218	190	391	48
Subtotal	500	500	218	190	391	48
Total	3,223	3,114	1,168	1,100	1,291	221

CAPITAL EXPENDITURE

Capital expenditure to 30 September 2012 was \$11.2m compared to a YTD budget of \$13.0m, and represents 12.6% of the full year capital budget of \$89.4m. It is typical to find that the first quarter of capital expenditure is a quieter period of activity than other quarters due to the need to investigate, design and commence new works and Council's capital budgets are phased accordingly.

By their very nature, large capital projects can involve substantial lead times to finalise detailed designs and obtain all necessary approvals and permits before work can commence. There can also be changes (increases or decreases) in the final costs of the work, compared with original preliminary cost estimates, as detailed design proceeds.

Council's capital expenditure program is always subject to changes caused by reviews of priorities, weather, availability of support funding and the speed of many development projects.

A summary of capital expenditure by Council Service and the proposed budget adjustments to Capital expenditure in this Q1 Review are detailed in Attachment 7 further in this report.

The following table shows expenditure year to date on Council's significant 2012-13 capital projects, which are those projects with a budget over \$1.5m. It indicative of the first quarter being a quieter period than later quarters in the year.

Significant Capital Projects

<i>Project</i>	<i>Q1 2013 Actuals \$000</i>	<i>Q1 2013 Adopted Budget \$000</i>	<i>Q1 2013 Variance \$000</i>	<i>FYR Adopted Budget 2013 \$000</i>	<i>% Spent 2012-13</i>
Construct Civil Mechanical Telemetry & Electrical Work at SPS TO 22	553,023	430,000	(123,023)	1,550,000	35.7%
Wyong Civic and Cultural Precinct Masterplan	17,075	0	(17,075)	1,700,000	1.0%
Construction of Bridge to Access Area 5 at Buttonderry	17,979	425,000	407,021	1,700,000	1.1%
Warnervale Culvert	0	0	0	1,769,000	0.0%
Norah Head Boat Ramp (budget variation included in this report for this project)	20,846	470,000	449,154	1,880,000	1.1%
WY82 Alison Rd Retaining Wall (EMP)	42,147	0	(42,147)	1,900,000	2.2%
Land Opposite Woolworths Site - Warnervale	3,385	0	(3,385)	2,000,000	0.2%
Minnesota Rd	58,019	0	(58,019)	2,185,000	2.7%
Minnesota Rd Drainage	29,289	0	(29,289)	2,443,000	1.2%
Reseal Programme Contracts 2012/13	21,449	125,000	103,551	3,000,000	0.7%
Plant & Fleet Purchases	411,957	1,550,000	1,138,043	4,211,000	9.8%
Warnervale Sewerage Infrastructure	14,411	555,000	540,589	4,500,000	0.3%
Mardi Dam to Mangrove Dam Pipeline Link Project - Federally Funded (budget variation included in this report for this project)	179,299	1,825,000	1,645,701	7,300,000	2.5%
Total	1,368,878	5,380,000	4,011,122	36,138,000	3.8%

INVESTMENT AND DEBT MANAGEMENT

Cash Flow

Cash levels increased in the first quarter by \$6.9m predominantly due to rates and charges instalments received in August 2012.

Closing cash and investments were \$161.6m consisting of investment securities of \$160.7m and \$0.9m in cash.

Cash and Investments

Council's investments are made in accordance with the Local Government Act (1993), the Local Government (General) Regulation (2005), Council's Investment Policy, Ministerial Investment Order issued February 2011 and Division of Local Government Investment Policy Guidelines published in May 2010.

Council's investments continue to be conservatively managed to ensure that value is added to the fixed interest portfolio. The value of investment securities and deposit accounts at 30 September 2012 was \$160.7m. Returns year to date were 5.66%, which is above the benchmark of 3.74%, with Council investments mainly in term deposits.

Council's portfolio includes investments in managed funds now excluded but held under the "grandfather" provisions of the current Ministers Investment Order. The investment, Blackrock Care and Maintenance Fund, continues to be wound up progressively and is expected to be liquidated by 2016.

The YTD return excluding unrealised gains on Blackrock Care and maintenance fund was 5.20% comparing favourably to the benchmark. Yields on re-investing maturing Term deposits continue to fall in line with the cash rate which dropped another 25 basis point to 3.25% in early October 2012.

Council has endeavoured to source longer term investment opportunities and invested \$14m last financial year and a further \$6m in a term deposit this year with Bank of Queensland, maturing in August 2016 to mitigate these reductions in yields.

Investment Performance	
Year to date return interest only	5.20%
Year to date return interest and investments	5.66%
Benchmark BBSW FYTD	3.74%

Cash and Investment Balances	
	\$000
Petty cash, unrepresented cheques	15
Cash Held by 355 Committees	541
Cash at Bank and unrepresented cheques	304
Total Cash On Hand	860
Cash at Call - Cash Management	15,508
Closing Investments in Term Deposits and Bonds	145,199
Total Investment Portfolio	160,707
Closing Cash and Investments per cash flow	161,567

Loans

Loans decreased in Q1 due to principal repayments.

As at 30 September 2012, Council's Weighted Average Cost of Debt is 7.08% with a Weighted Average Maturity of 10.85 years.

Loans		
	Original Budget FY 2012/13 '\$000	Q1 Actual '\$000
Brought forward:		
Current	11,176	11,183
Non current	186,400	186,392
Borrowing	7,130	-
Redemption	(11,176)	(2,457)
Carried forward:	193,530	195,118

5. Other Activities

Material risks and liabilities

Risks

- The formation of the Central Coast Water Corporation and Joint Services Business will alter Council's resourcing strategy and our ability to absorb fixed corporate overheads.
- Construction projects (capital works) have inherent risks relating to latent conditions, scope definition, and allowable contract variations. In the works program there are a number of projects which by their size and scope have the potential for final costs to vary from original estimates.
- Final estimate of the remediation cost of Council's closed landfills is subject to final studies and design, and final construction estimates.

Liabilities

Significant provisions exist for:

- Future remediation of closed landfills which is a large future cost for Council and requires funding.
- Condition of Council's infrastructure and assets continues to have inherent future liabilities for renewal and maintenance.
- Section 94 Contributions:

Council's current unfunded liabilities fall into two areas, Section 94 monies owed to developers for works undertaken by them and the gap between future capital works and Council's ability to collect funds to cover the cost of those works.

- In respect to credits owed to developers, the current liability is \$16.6m. All but \$1.1m of these credits have been generated under Contributions Plan No. 7A – Warnervale District (CP7A), which covers the release areas of Woongarra, Hamlyn Terrace and Wadalba. It should be noted, however, that this liability does not all fall due today, and relates to future development over a number of years
- \$4.2m of the credits are 'Above Market Value Land Credits'. While originally intended to predict market values CP7A actually proved to be significantly above market values. The redemption of these above market value land credits are currently quarantined pending further negotiations with the parties.
- In respect to capital works, all future identified works are covered by the monies to be collected under the relevant Section 94 Contributions Plan other than for Warnervale. In respect to Warnervale, there is a gap of over \$24m.
- In addition, Council has a liability to the RMS for the upgrade of Craigie Avenue and the Pacific Highway to the value of \$0.7m. This liability is being paid off on an annual basis.
- A new Section 94 Financial Model is being developed that will include scenario analysis, both of contributions to be received and infrastructure works to be provided. The Model will enhance Council's current capability in this area.

Legal Matters

During Q1 2012 Wyong Shire Council was party to proceedings in a number of Courts. Those proceedings included the following:

1. *Wyong Shire Council & Neumann Contractors Pty Ltd.* There were two complex proceedings before the Supreme Court of NSW that arose from the contract between Council and Neumanns for construction works at Council's former landfill site at Bateau Bay. The parties entered in to a confidential Deed of Settlement in June 2012, and both proceedings have been finalised in accordance with the terms of that Deed.
2. *Wyong Shire Council v Environmental Land Clearing Pty Ltd.* These proceedings before the District Court of NSW concern a contractual dispute with Environmental Land Clearing Pty Ltd concerning works at Gwandalan. The proceedings were listed for a 3 day hearing commencing 3 September 2012. On 3 September 2012 Council was given notice that a Liquidator had been appointed to Environment Land Clearing Pty Ltd. The hearing was adjourned, to 12 October 2012, to allow Council to participate in Creditors Meetings held by the Liquidator of Environmental Land Clearing Pty Ltd.
3. *Wyong Shire Council v William Thomas Hunter.* These proceedings are an appeal before the Land and Environment Court against the refusal of a DA for the demolition of existing structures, remediation of land and construction of a large scale retail establishment (BWS Liquor Store) on land in Long Jetty. The proceedings are first listed before the Court on 15 October 2012.
4. Council was also the prosecutor in various criminal proceedings in the Local Court.

A number of Court proceedings were concluded in the quarter ended 30 September 2012 – those proceedings included the following:

1. *Mr Y and Mrs O Shevket v Wyong Shire Council.* The proceedings were an appeal in the Land and Environment Court of NSW against condition 45 of the development application. The proceedings were discontinued, by consent on 2 August 2012.

Sponsorship and Funding arrangements

Details of activities undertaken by some of the organisations funded by Council is as follows:

The Entrance Town Centre Management

- Six (6) farmers markets held in the quarter.
- Central Coast Ukulele Festival wrap up meeting and planning for 2013. Working with Ourimbah Tafe students on the Ukulele Festival Research project.
- Bi monthly meeting with Wyong Chambers and Greater Toukley Vision.
- Secured the Austin Healy Owners Club one (1) day event in November 2012.
- Paws and Claws one day event, raised over \$6,000 for the Wyong Animal Care Facility and the RSPCA Central Coast.
- Commenced planning, designed posters and flyers for a new event for February 2013 (Summer City Rumble).
- Designed Chromefest program and had 15,000 copies printed and delivered to NSW Visitor Information Centre's and other car shows.
- Continued planning of Chromefest 2012 to date 250 cars pre registered. We now have capacity for up to 650 show cars in tandem with this we have had meetings with Council Officers, Police, SES, Ambulance, Sea Rescue and NSW Fire brigades.
- Nominated semi finalists in the NSW/ACT Regional Achievement and Community Awards for Chromefest.
- Aided in the introduction of a loyalty card program to help The Entrance Retailers.
- Attended all Central Coast Event Alliance meetings.
- Attended all Community Safety Precinct meetings hosted by Tuggerah Lakes Area Command.
- Sponsored The Entrance SLSC with marketing and purchased a new motor for their IRB.
- Commenced an intensive beautification program of the precinct.
- Designed five (5) flags to be printed for the flag poles for The Entrance Precinct.
- Designed and printed flyers for the Baby Expo being held in October at The Entrance.
- 56 page Official Information Guide for The Entrance sold and printed, The guide was sent to 46 Regional and 80 local outlets for distribution. 30,000 were printed including two (2) pages for Toukley and one (1) page for Wyong.
- Coast to Lake preparation finalised.
- Investigated the feasibility of introducing and re-introducing events such as Kite Fest, Cococino, Short Film Fest and a smaller springtime Flora Festival.

Greater Toukley Vision

Events & Promotions:

- Whale dreamers festival 1st July
- Food, Fun & Music – Saturday 7th July
- 2 Year media partnership negotiated with Star FM 104.5
- Update completed of Take a look at Toukley Brochure, with a print run of 10,000 to be produced
- Show and Shine Hot Rods 5th August
- Gathering of the Clans 25th August
- Star FM Market Day – Saturday 29th September – Prize Draw
- A Super September Shopping event was held from 21st – 29th of September with 14 participating local businesses each offering a \$50 shopping voucher to be given to one lucky shopper whom made a purchase of \$20 or more in participating stores.

Town Improvements:

- CCTV Update – Asset register produced of all CCTV camera's throughout Greater Toukley Vision area. Purchased 25 Signs advising presence of CCTV camera's these will be installed throughout region.
- Toukley CBD – Increased maintenance with additional mowing of town centre area's, purchased high pressure cleaner to clean and improve appearance of walkways and paths and common area's throughout region.
- Mural Project – Four Mural's have now been completed and ready to be installed, awaiting Council upgrade of Village Green amenity block.
- Repaving in Norah Head – Approval has been granted for the upgrade and replacement of paving adjacent to Retail outlet's in Norah head with the commitment of Council to assist in road safety during installation.

Wyong Regional Chamber of Commerce (WRC)

- July 2012
 - NSW State Netball, local promotion
 - 2012 Annual Business Awards
 - Welcome to Wyong Community Forum
 - Installation "Welcome to Wyong" Banners – Tuggerah Straight
- August 2012
 - Chamber Dinner Meeting
 - Chamber AGM
 - Wyong Community Forum update

- September 2012
 - Wyong Gold Cup & Melbourne Cup Tour – Joint Coordinated event with CCTI, WSC, WRC, Mercure Kooindah Waters
 - Chamber Breakfast Meeting

Central Coast Tourism (CCTI)

- 52 Local Secrets of the Central Coast Campaign Launched with 20 + Central Coast Tourism members and Star FM Central Coast.
- Central Coast Conference and Events Planner launched.
- Hosted Accessible Tourism Professor Simon Darcy to recent Northern Lakes Disability Tourism meeting. Three beach wheelchairs purchased and available for the community at Lakes Beach Kiosk.
- Central Coast Tourism in conjunction with WSC, GCC and Central Coast Regional Development Corporation (CCRDC) have commissioned a Tourism Infrastructure/ Opportunity Plan for the Central Coast with EC3 Global and The Stafford Group. Due for completion in November 2012.
- Continues to lobby heavily for tourism improvements to The Entrance, having finalised the Tourism and Economic Development Plan. Recent meetings held in Canberra with the Tourism and Regional Development Ministers, as well as Tourism Australia and Accor.
- Work continued in conjunction with CCRDC and Wyong Shire Council for boardwalk improvements for The Entrance \$800,000 project.
- Represented Wyong based businesses at the Australian Tourism Export Council Symposium conference on the Sunshine Coast.
- Worked closely with WSC officers and other Wyong community partners in bidding, securing and conducting the Emirates Melbourne Cup Trophy Tour visit for Wyong 7th September 2012.
- CCTI Events Manager working closely with XUP event organisers securing the event to be conducted at Warnervale January 2013.
- Attended the Australian Business Events Expo 2012 (ABEE) Darling Harbour August 2012. This event is Australia's largest corporate marketplace hosting a truly national event with destinations, venues and suppliers from across the country on show. Generated 40+ general leads for conferences with 4 strong leads over two days. Strong interest shown in Mercure Kooindah Waters, Magenta Shores and Central Coast Holiday Parks.

Business Enterprise Centre (BEC)

- 129 Face to Face Business Guidance sessions provided
- Business Mentoring provided to Lakeside Artist's Group at The Entrance
- Presented 5 Business Skills Workshops - with a total of 84 Attendees
- Attended Small Biz Expo at Mingara Recreational Club
- Attended 11 Business Networking Events
- Partnership with National Australia Bank to provide ongoing Business Finance to Micro-Small Business

BEC was awarded the Small Biz Connect Contract on 1 September 2012 - KPI's for this contract is 3,150 hours of combined face to face, professional services and business skills workshops. This contract is for 2 years and will then be reviewed for a further two years. Funding for this is \$315,000 and must be fully expended on this program only.

To date we are still waiting to hear an outcome from the Federal Government in relation to our tender submitted in August 2012. The tender was to present Advanced Business Skills Education and organise and offer two Major Networking Events to business operators in the Wyong and Gosford LGA. Up to \$100,000 may be available if the tender is successful.

Details of Sponsorship funding, contributions and donations made during the quarter are as follows:

<i>Sponsorship Funding, Contributions and Donations</i>	<i>\$'000</i>
Adam Hillier Memorial	0.5
Melbourne Cup Tour	1.0
Paws and Claws	3.0
Wyong Regional Chamber of Commerce Local Business Awards	3.0
Kids Day Out	5.0
Central Coast Regional Organisations of Councils	5.0
Community and Local Business Expo	5.0
Wyong Chamber of Commerce	6.0
Tuggerah Lakes Reserve Trust	7.0
Community Rent Assistance	10.0
Greater Toukley Vision Event Funding	11.0
Central Coast Mariners	25.0
Central Coast Business Mentors Inc.	28.0
Community Tipping Fees	37.0
Central Coast Tourism	38.0
Total	184.5

Material Contracts

The following major contracts were let in Q1:

Contract #	Contractor	Contract Detail and Purpose	Contract Value	Commencement Date	Duration of Contract	Budgeted Yes/No
CPA/181540	Various	Hire of Tipping and Other Trucks	\$3.3m	2 years plus 1	01/07/2012	Yes
CPA/181543	Various	Hire of Plant & Machinery	\$3.3m	2 years plus 1	02/07/2012	Yes
CPA/211385	Parsons Brinckerhoff Australia Pty Ltd Sinclair Knight Merz MWH Australia Pty Ltd	Expressions of Interest Central Coast Pumps and Pipes Panel	EOI only	3 years with 2 year extension	01/09/2012	Yes
CPA/211469	Veolia Environmental Services (Australia) Pty Ltd	Collection of Bulk Mixed Waste and Recyclable Materials for Central Coast Holiday Parks	\$566k	3 years	02/09/2012	Yes

Grants Received

As previously mentioned, in June 2012 the Commonwealth Government made an advance payment of the 2012/13 FAG, which will result in a \$5.7m unfavourable impact in 2012/13.

The following grants were received during Q1:

<i>Grants Received</i>	<i>\$'000</i>
Financial Assistance Grant - Equalisation Component	1,189.6
Financial Assistance Grant - Local Road Component	239.9
NSW Rural Fire Service	153.0
Childcare, Vacation Care & Special Needs Subsidy	117.0
Strengthening Communities	36.8
Shared Pathways RMS	35.4
Floodplain Management Studies	30.5
Koowong Rd Jetty & Shark Net	28.0
Blackspot - Anzac Ave / Hope St RMS	24.9
Affordable Housing Study	14.2
Speech Therapist	13.9
HACC Service Worker	13.0
Ourimbah Ck Flood Warning System	9.1
Employment & Training	6.5
Total	1,911.9

Attachment 1

Report by Responsible Accounting Officer

The following statement is made in accordance with Clause 203(2) of the Local Government (General) Regulations 2005.

It is my opinion that the Quarterly Budget Review Statement for Wyong Shire Council for the quarter ended 30 September 2012 indicates that Council's projected financial position at 30 June 2013 will be satisfactory at year end, having regard to the projected estimates of income and expenditure and the original budgeted income and expenditure.

Stephen Naven
Responsible Accounting Officer

30 October 2012

Attachment 2 financial statements by fund

Wyong Shire Council Profit & Loss By Fund

September 2012

YTD % Elapsed: 25%

	CONSOLIDATED				GENERAL FUND				WATER FUND				SEWER FUND				
	Last Year	YTD	YTD	FYR	Last Year	YTD	YTD	FYR	Last Year	YTD	YTD	FYR	Last Year	YTD	YTD	FYR	
	Actual	Actual	Adopted	Adopted	Actual	Actual	Adopted	Adopted	Actual	Actual	Adopted	Adopted	Actual	Actual	Adopted	Adopted	
	2011-12	2012-13	Budget 2012-13	Budget 2012-13	2011-12	2012-13	Budget 2012-13	Budget 2012-13	2011-12	2012-13	Budget 2012-13	Budget 2012-13	2011-12	2012-13	Budget 2012-13	Budget 2012-13	
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	
INCOME from continuing operations:																	
Rates & Annual Charges	127,394	135,539	136,192	136,497	86,618	92,002	92,494	92,575	14,113	16,065	16,345	16,345	26,663	27,472	27,353	27,577	
User Charges & Fees	53,742	12,804	14,319	62,744	30,436	6,846	8,189	36,203	21,692	5,865	5,895	24,955	1,614	93	236	1,586	
Interest and Investment Revenue	9,272	2,407	1,924	7,761	5,444	1,444	1,132	4,590	1,801	334	460	1,841	2,027	629	332	1,330	
Other	3,893	1,175	1,223	3,838	3,592	1,087	1,081	3,266	215	49	96	386	86	39	46	185	
Grants & Contributions Operating	29,062	2,389	3,675	25,428	27,658	2,359	3,606	23,797	742	31	69	921	663	(0)	(0)	709	
Grants & Contributions Capital	14,679	2,777	1,225	11,161	10,775	2,094	876	7,516	3,104	541	250	2,785	800	142	100	860	
Gain from the Disposal of Assets	660	151	123	1,292	660	150	123	1,292	-	1	-	-	-	-	-	-	
Total income from continuing operations	238,702	157,242	158,682	248,721	165,183	105,982	107,500	169,240	41,667	22,885	23,115	47,234	31,852	28,375	28,067	32,247	
EXPENSES from continuing operations:																	
Employee Costs	73,443	17,713	19,957	81,500	59,426	14,167	16,171	66,415	6,679	1,814	1,955	7,790	7,338	1,732	1,831	7,295	
Borrowing Costs	19,168	3,523	3,452	16,488	2,654	43	29	2,606	15,087	3,017	2,943	11,923	1,426	463	480	1,959	
Materials and Contracts	44,975	8,799	12,384	56,866	20,806	2,835	6,099	30,658	13,797	3,554	3,659	15,647	10,373	2,410	2,626	10,561	
Depreciation	55,629	14,069	13,661	55,182	27,412	6,525	5,981	24,277	14,872	4,492	3,986	16,031	13,346	3,052	3,693	14,874	
Other	40,001	10,359	11,256	37,221	36,383	8,632	10,027	32,123	1,972	915	755	3,127	1,646	812	474	1,971	
Loss from the Disposal of Assets	3,244	225	76	303	1,723	225	76	303	1,522	-	-	-	-	-	-	-	
Total expenses from continuing operations	236,460	54,687	60,786	247,560	148,404	32,427	38,383	156,382	53,928	13,791	13,299	54,518	34,128	8,469	9,104	36,661	
Total Profit & (Loss) from Operations	2,242	102,555	97,897	1,161	16,779	73,555	69,118	12,859	(12,261)	9,093	9,816	(7,284)	(2,276)	19,906	18,963	(4,414)	
Total Profit & (Loss) before Capital Grants and Contributions	(12,437)	99,777	96,672	(10,000)	6,004	71,461	68,242	5,343	(15,365)	8,553	9,567	(10,069)	(3,076)	19,764	18,863	(5,274)	
Less Tax Equivalent Payments (Notional)					-	-	-	-	217	104	104	416	80	68	68	272	
Total Result after Tax Equivalent Payments	(12,437)	99,777	96,672	(10,000)	6,004	71,461	68,242	5,343	(15,583)	8,449	9,463	(10,485)	(3,155)	19,696	18,796	(5,546)	

Attachment 3 income and expense budget review statement

Wyong Shire Council

Income & Expense Budget Review Statement

September 2012

YTD % Elapsed: 25%

	CONSOLIDATED				GENERAL FUND				WATER FUND				SEWER FUND			
	Original	Recommended	Projected Year	YTD	Original	Recommended	Projected	YTD	Original	Recommended	Projected	YTD	Original	Recommended	Projected	YTD
	Budget	Changes for	end Result	Actual	Budget	Changes for	Year end	Actual	Budget	Changes for	Year end	Actual	Budget	Changes for	Year end	Actual
	2012-13	2012-13	2012-13	2012-13	2012-13	2012-13	2012-13	2012-13	2012-13	2012-13	2012-13	2012-13	2012-13	2012-13	2012-13	2012-13
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
INCOME from continuing operations:																
Rates & Annual Charges	136,497	(640)	135,857	135,539	92,575	(640)	91,935	92,002	16,345	-	16,345	16,065	27,577	-	27,577	27,472
User Charges & Fees	62,744	(242)	62,502	12,804	36,203	(242)	35,961	6,846	24,955	-	24,955	5,865	1,586	-	1,586	93
Interest and Investment Revenue	7,761	-	7,761	2,407	4,590	-	4,590	1,444	1,841	-	1,841	334	1,330	-	1,330	629
Other	3,838	145	3,983	1,175	3,266	145	3,411	1,087	386	-	386	49	185	-	185	39
Grants & Contributions Operating	25,428	(756)	24,672	2,389	23,797	(756)	23,041	2,359	921	-	921	31	709	-	709	-
Grants & Contributions Capital	11,161	(729)	10,432	2,777	7,516	(729)	6,787	2,094	2,785	-	2,785	541	860	-	860	142
Gain from the Disposal of Assets	1,292	-	1,292	151	1,292	-	1,292	150	-	-	-	1	-	-	-	-
Total income from continuing operations	248,721	(2,222)	246,499	157,242	169,240	(2,222)	167,018	105,982	47,234	(0)	47,234	22,885	32,247	(0)	32,247	28,375
EXPENSES from continuing operations:																
Employee Costs	81,500	(46)	81,454	17,713	66,415	(46)	66,369	14,167	7,790	-	7,790	1,814	7,295	-	7,295	1,732
Borrowing Costs	16,488	-	16,488	3,523	2,606	-	2,606	43	11,923	-	11,923	3,017	1,959	-	1,959	463
Materials and Contracts	56,866	(1,428)	55,438	8,799	30,658	(1,428)	29,230	2,835	15,647	-	15,647	3,554	10,561	-	10,561	2,410
Depreciation	55,182	-	55,182	14,069	24,277	-	24,277	6,525	16,031	-	16,031	4,492	14,874	-	14,874	3,052
Other	37,221	(19)	37,202	10,359	32,123	(19)	32,104	8,632	3,127	-	3,127	915	1,971	-	1,971	812
Loss from the Disposal of Assets	303	-	303	225	303	-	303	225	-	-	-	-	-	-	-	-
Total expenses from continuing operations	247,560	(1,493)	246,067	54,687	156,382	(1,493)	154,889	32,427	54,518	0	54,518	13,791	36,661	0	36,661	8,469
Total Profit & (Loss) from Operations	1,161	(729)	432	102,555	12,859	(729)	12,130	73,555	(7,284)	(0)	(7,284)	9,093	(4,414)	(0)	(4,414)	19,906
Total Profit & (Loss) before Capital Grants and Contributions	(10,000)	(0)	(10,000)	99,777	5,343	(0)	5,343	71,461	(10,069)	(0)	(10,069)	8,553	(5,274)	(0)	(5,274)	19,764

Attachment 4 balance sheet by fund

Wyong Shire Council Balance sheet by fund

September 2012

YTD % Elapsed:

25.00%

	CONSOLIDATED				GENERAL			WATER			SEWER		
	Actual	Actual	Movement	FYR	Actual	Actual	Movement	Actual	Actual	Movement	Actual	Actual	Movement
	2012	2013		Original	2012	2013		2012	2013		2012	2013	
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
CURRENT ASSETS													
Cash & cash equivalents	91,142	57,368	(33,774)	44,270	63,257	58,137	(5,120)	6,586	(645)	(7,231)	21,299	(124)	(21,423)
Investment Securities	44,000	79,000	35,000	76,439	14,591	17,675	3,084	18,270	17,803	(467)	11,139	43,522	32,383
Receivables	32,785	115,255	82,470	41,947	13,817	72,348	58,531	16,125	22,309	6,184	2,843	20,598	17,755
Inventories	2,054	1,946	(108)	2,088	1,606	1,498	(108)	448	448	-	-	-	-
Other	607	275	(332)	366	562	275	(287)	45	-	(45)	-	-	-
TOTAL CURRENT ASSETS	170,588	253,844	83,256	165,110	93,833	149,933	56,100	41,474	39,915	(1,559)	35,281	63,996	28,715
NON-CURRENT ASSETS													
Investment Securities	19,955	25,199	5,244	-	17,668	25,199	7,531	1,916	-	(1,916)	371	-	(371)
Receivables	1,409	1,337	(72)	-	866	827	(39)	517	510	(7)	26	-	(26)
Inventories	-	-	-	-	-	-	-	-	-	-	-	-	-
Intangible Assets	1,614	1,390	(224)	2,515	1,171	1,009	(162)	278	239	(39)	165	142	(23)
Infrastructure, Property, Plant & Equipment	2,292,937	2,288,570	(4,367)	2,027,298	833,272	833,442	170	800,556	797,651	(2,905)	659,109	657,477	(1,632)
Investments under equity method	125	125	-	-	125	125	-	-	-	-	-	-	-
TOTAL NON-CURRENT ASSETS	2,316,040	2,316,621	581	2,029,813	853,102	860,602	7,500	803,267	798,400	(4,867)	659,671	657,619	(2,052)
TOTAL ASSETS	2,486,627	2,570,465	83,837	2,194,923	946,934	1,010,535	63,600	844,741	838,315	(6,426)	694,952	721,615	26,663
CURRENT LIABILITIES													
Payables	(46,856)	(32,120)	14,736	(54,840)	(32,904)	(23,104)	9,800	(19,414)	(7,019)	12,395	5,462	(1,997)	(7,459)
Borrowings	(11,183)	(11,183)	-	(11,183)	(731)	(731)	-	(9,093)	(9,093)	-	(1,359)	(1,359)	-
Provisions	(28,452)	(28,381)	71	(28,452)	(24,063)	(23,992)	71	(1,878)	(1,878)	-	(2,511)	(2,511)	-
TOTAL CURRENT LIABILITIES	(86,491)	(71,684)	14,807	(94,475)	(57,698)	(47,827)	9,871	(30,385)	(17,990)	12,395	1,592	(5,867)	(7,459)
NON-CURRENT LIABILITIES													
Payables	-	-	-	-	-	-	-	-	-	-	-	-	-
Borrowings	(186,392)	(183,935)	2,457	(175,672)	(1,764)	(1,692)	72	(158,893)	(156,915)	1,978	(25,735)	(25,328)	407
Provisions	(55,898)	(55,898)	-	(48,108)	(54,824)	(54,824)	-	(427)	(427)	-	(647)	(647)	-
TOTAL NON CURRENT LIABILITIES	(242,290)	(239,833)	2,457	(223,780)	(56,588)	(56,516)	72	(159,320)	(157,342)	1,978	(26,382)	(25,975)	407
TOTAL LIABILITIES	(328,781)	(311,517)	17,264	(318,255)	(114,286)	(104,343)	9,943	(189,705)	(175,332)	14,373	(24,790)	(31,842)	(7,052)
NET ASSETS	2,157,846	2,258,948	101,101	1,876,668	832,648	906,193	73,543	655,036	662,983	7,947	670,162	689,772	19,611

Attachment 5 cash flow statement

Wyong Shire Council

Cash Flow Statement By Fund

September 2012

YTD % Elapsed:

25.00%

	CONSOLIDATED		
	Actual 2012 \$'000	Actual 2013 \$'000	FYR Adopted Budget 2013 \$'000
OPERATING ACTIVITIES			
Receipts			
Receipts from customers	182,979	65,998	227,886
Interest Revenue	8,479	2,407	7,761
Grants & Contributions	47,174	5,174	25,428
Other Revenue	18,306	802	2,351
Payments			
Employee costs	(74,549)	(17,707)	(81,500)
Materials & Contracts	(43,651)	(8,872)	(63,720)
Borrowings (net)	(16,646)	(3,523)	(16,488)
Other Expense	(52,517)	(25,645)	(58,550)
Net cash from Operating Activities	69,575	18,634	43,168
INVESTING ACTIVITIES			
Proceeds from sale of IPP&E	2,012	-	2,000
Net movement in Investments	22,196	(40,244)	40,000
Net Purchase of IPP&E	(61,753)	(9,707)	(84,738)
Net cash from Investing Activities	(37,545)	(49,951)	(42,738)
FINANCING ACTIVITIES			
Net movement in Borrowings	7,313	(2,457)	(11,176)
Net cash from Investing Activities	7,313	(2,457)	(11,176)
Net increase/(decrease) in cash/investments held	39,343	(33,774)	(10,746)
Cash & Investments at beginning of period	51,799	91,142	55,016
Cash & Investments at end of period	91,142	57,368	44,270

Wyong Shire Council
Profit & Loss - Reportable Business Activities
 September 2012

YTD % Elapsed: 25%

	WASTE MANAGEMENT				HOLIDAY PARKS				CARE AND EDUCATION			
	Last Year FYR Actuals	YTD Actuals	YTD Adopted Budget	FYR Adopted Budget	Last Year FYR Actuals	YTD Actuals	YTD Adopted Budget	FYR Adopted Budget	Last Year FYR Actuals	YTD Actuals	YTD Adopted Budget	FYR Adopted Budget
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Income from Continuing Operations												
Rates & Annual Charges	26,037	29,045	29,438	29,438								
User Charges & Fees	9,970	2,436	3,742	14,967	8,419	1,807	1,709	8,853	3,875	1,121	1,288	4,802
Interest and Investment Revenue	166	28	33	133	-	-	-	-	-	-	-	-
Other Revenues	247	62	67	267	-	-	-	-	2	1	0	2
Grants & Contributions Operating	789	-	-	723	-	-	-	-	521	131	124	498
Grants & Contributions Capital	-	-	-	-	-	-	-	-	-	-	-	-
Gain from the Disposal of Assets	-	-	-	-	-	-	-	-	-	-	-	-
Total Income from Continuing Operations	37,208	31,570	33,279	45,527	8,419	1,807	1,709	8,853	4,398	1,253	1,412	5,302
Expenses from Continuing Operations												
Employee Costs	1,708	466	403	1,602	206	45	45	178	3,626	880	1,002	4,025
Borrowing Costs	2,299	-	-	2,491	90	18	29	114	-	-	-	-
Materials & Contracts	10,416	3,323	4,664	20,134	3,947	968	844	3,416	1,093	298	376	1,473
Depreciation	1,878	456	338	1,375	1,074	257	260	1,044	131	29	28	115
Other Operating Expenses	18,118	1,937	2,988	11,957	2,665	700	575	2,981	75	13	25	107
Loss from the Disposal of Assets	-	-	-	-	-	-	-	-	-	-	-	-
Total Expenses from Continuing Operations	34,420	6,182	8,393	37,559	7,982	1,988	1,753	7,733	4,926	1,219	1,432	5,721
Total Profit & (Loss) from Operations	2,788	25,388	24,887	7,968	437	(181)	(44)	1,120	(528)	34	(19)	(419)
Less Capital Grants & Contributions	-	-	-	-	-	-	-	-	-	-	-	-
Total Profit & (Loss) Before Capital Grants and Contributions	2,788	25,388	24,887	7,968	437	(181)	(44)	1,120	(528)	34	(19)	(419)
Less Tax Equivalent Payments	209	16	23	91	232	57	57	229	213	59	59	234
Total Profit & (Loss) after Taxation Equivalent Payments	2,579	25,372	24,864	7,877	205	(238)	(101)	891	(741)	(25)	(78)	(654)

Attachment 7 Capital Expenditure Projects

Service	Expenditure					Funding Original Budget						
	YTD	YTD	Original	Proposed	Projected	Grants	Developer	Other	Reserves	Land	Loans	Revenue
	Actuals	Budgets	Budget	Changes for	Year end	Contributi	Contributi			Sales		
				Council	Result	ons	ons					
	2012-13	2012-13	2012-13	2012-13	2012-13	2012-13	2012-13	2012-13	2012-13	2012-13	2012-13	2012-13
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
A051. Corporate Income and Expense	19	-	-	-	-	-	-	-	-	-	-	-
C051. Corporate Income and Expense	19	-	-	-	-	-	-	-	-	-	-	-
A100. General Manager	1	-	-	-	-	-	-	-	-	-	-	-
C100. General Manager-Mgt	1	-	-	-	-	-	-	-	-	-	-	-
A200. Corporate Services	47	170	5,063	50	5,113	-	-	-	-	2,000	-	3,063
C210. Corporate Services-Mgt	0	-	-	50	50	-	-	-	-	-	-	-
C222. Finance Performance	15	-	390	-	390	-	-	-	-	-	-	390
C232. Governance	1	-	-	-	-	-	-	-	-	-	-	-
C234. Civic Centre	8	100	1,050	-	1,050	-	-	-	-	-	-	1,050
C240. Information Management-Mgt	14	-	110	-	110	-	-	-	-	-	-	110
C241. Information Management	9	-	713	-	713	-	-	-	-	-	-	713
C274. Property	3	-	2,500	-	2,500	-	-	-	-	2,000	-	500
C282. Continuous Improvement Program	(4)	70	300	-	300	-	-	-	-	-	-	300
A300. Environment and Planning	229	349	6,334	1,288	7,622	1,680	-	-	-	-	-	4,654
C301. Place Management	15	-	-	-	-	-	-	-	-	-	-	-
C302. Master Plans and Implementation	94	-	3,810	-	3,810	750	-	-	-	-	-	3,060
C307. EPS Major Project Mgt	118	288	1,154	1,348	2,502	-	-	-	-	-	-	1,154
C308. Assessing and Maintaining the Natural Environment	-	60	1,340	(60)	1,280	930	-	-	-	-	-	410
C315. Environment and Planning-Mgt	1	-	-	-	-	-	-	-	-	-	-	-
C360. Building Certification and Health-Mgt	-	-	30	-	30	-	-	-	-	-	-	30
A401. Infrastructure Management Department	10,191	11,332	70,088	(7,028)	63,060	3,105	15,235	5,306	15,514	-	-	30,929
C400. Roads	4,579	745	18,848	-	18,848	1,967	1,235	76	-	-	-	15,570
C401. Footpaths and Shared Pathways	72	42	821	-	821	-	-	-	-	-	-	821
C405. Roadside Inventory	2	25	76	-	76	-	-	-	-	-	-	76
C420. Stormwater (Water and General Fund)	1,311	1,034	9,432	-	9,432	-	3,967	-	-	-	-	5,465
C465. Depots and Sites	140	50	180	-	180	-	-	-	-	-	-	180
C475. Plant/Mobile Equipment and Vehicles	708	2,485	6,362	-	6,362	-	-	-	-	-	-	6,362
C573. Emergency Services	159	125	1,003	-	1,003	1,043	-	-	-	-	-	-40
C705. Waste Management Facility	132	952	4,746	-	4,746	-	-	-	4,746	-	-	-
C800. Water	1,390	3,058	13,890	(4,938)	8,952	35	875	5,180	7,800	-	-	-
C900. Sewerage Services	1,698	2,816	14,730	(2,090)	12,640	60	9,158	50	2,968	-	-	2,495
A402. Community and Recreation Services Department	736	1,178	7,903	637	8,540	269	1,864	300	105	0	0	5,365
C416. Depot-Long Jetty	25	40	275	-	275	-	-	-	-	-	-	275
C501. Community and Cultural Planning	-	-	-	50	50	-	-	-	-	-	-	-
C504. Community Infrastructure	19	-	1,665	(98)	1,567	-	1,150	-	-	-	-	515
C522. Nursery	-	-	-	60	60	-	-	-	-	-	-	-
C532. Open Space & Recreation Planning, Design & Development	293	354	2,708	(142)	2,566	-	714	300	-	-	-	1,694
C538. Leisure and Tourist Facilities	232	470	2,453	622	3,075	240	-	-	105	-	-	2,108
C540. Public Toilets	34	-	-	145	145	-	-	-	-	-	-	-
C550. Care and Education	-	23	63	-	63	-	-	-	-	-	-	63
C555. Library Services	132	292	739	-	739	29	-	-	-	-	-	710
Grand Total	11,222	13,029	89,388	(5,053)	84,335	5,054	17,099	5,606	15,619	2,000	-	44,011

Attachment 8 Proposed Budget Amendments

Description	IMPACT BY MAJOR ACCOUNT CATEGORY \$ 000's				
	CAPREV	CAPEX	OPREV	OPEX	P&L RESULT
	+ve Incr. (-ve) Decr.	(-ve) Incr. +ve Decr.	+ve Incr. (-ve) Decr.	(-ve) Incr. +ve Decr.	
ORIGINAL BUDGET >>>>	11,161	89,388	267,020	277,020	(10,000)
Warnervale Town Centre initial remediation investigation works. A total expenditure of \$157K to be brought forward to 2012-13 and funded through the existing remediation provision.	-	-	-	-	-
Review of the capital grants and contributions available for the original capital works program has confirmed an overall net increase in forecast capital revenue.	464	-	-	-	-
Additional works on the Baker Park car park funded through the Community Building Partnership grant. These additional funds will allow for an increased scope of works for the car park that will solve a number of maintenance and drainage issues on site.	22	(22)	-	-	-
Available funds within the Jetties renewal program are being directed into capital works on the Koowong Rd Jetty and shark net. These works are partially funded by a grant from the Office of Communities.	28	-	-	-	-
Grant funded works for Bushfire Management not included in the original adopted budget.	-	-	115	(115)	-
Increase in Holiday Park capital works program to reflect capital projects continuing from the 2011-12 financial year.	-	(219)	-	-	-
New contribution funded stream bank protection for Wyong River (at reach 74). These works are in addition to the Estuary Management Plan (but of similar nature) and fully funded by Jemena Pty Ltd. The works assist in protecting Jemena's gas pipeline.	-	-	135	(135)	-
Additional budget for a contribution to be paid to North Entrance and The Lakes Surf Lifesaving Clubs. The contributions were identified as a result of 2011-12 capital works at Soldiers and Shelly Beach surf clubs being delivered below budget. <i>(approved by Council at the Ordinary Meeting on 22nd of August, 2012 - Item 4.7)</i> . Note: Agreement still to be finalised with The Entrance Surf Life Saving Club.	-	-	-	(149)	(149)
Transfer of \$60K between capital projects within Open Space to enable the delivery of works required as a result of investigations into the running of Council's Nursery. (the works are also required to meet the conditions of consent for the DA approval). From project "Purchase Chipper" that was actually purchased in 2011-12 and therefore funds not required in 2012-13.	-	-	-	-	-
A new contribution has been accepted from Delta Electricity to undertake Landcare Works in the Northern Lakes area.	-	-	10	(10)	-
Urgent air-conditioning works required at Council's head office <i>(replacement of unit in level 3 building C)</i>	-	(50)	-	-	-
Capital budget required to rebuild Gwandalan Toilet Block. The previous toilet block was burnt down and costs are being claimed through insurance.	-	(145)	145	-	145
\$23K is required for Shelly Beach Landscape works to commence tender and contract preparation, to enable construction to occur in 2013-14. This is funded by the Cluster Plan \$23K. \$140k is required for construction of a Lifeguard Tower at Soldiers Beach, which is being offset by delays in the playground program to 2013/14.	-	-	23	(23)	-
Grant funded works for Community Education & Engagement (CEEChange) project were not included in original adopted budget. The grant funds were received in the 2011-12 financial year, offset by savings in employee costs	-	-	-	7	7
A reduction in grant income budget is also required for 2012-13 as grant funds were prepaid in the 2011-12 financial year.	-	-	(1,040)	1,040	-

Description	IMPACT BY MAJOR ACCOUNT CATEGORY				
	\$ 000's				
	CAPREV	CAPEX	OPREV	OPEX	P&L RESULT
+ve Incr. (-ve) Decr.	(-ve) Incr. +ve Decr.	+ve Incr. (-ve) Decr.	(-ve) Incr. +ve Decr.		
ORIGINAL BUDGET >>>>	11,161	89,388	267,020	277,020	(10,000)
A budget amendment is required to reflect grant funded capital works for Estuary Management Plan (EMP) requiring completion in the 2012-13 financial year. (Under the current agreement, all EMP works funded by grants must be completed by 30 June 2013.)	-	(1,348)	-	-	-
Additional grant funded works for The Entrance Coast to Lake Scenic Walk to allow completion of project. No capital offset.	100	(100)	-	-	-
Additional expenditure required for Air-conditioning works in Corporate Information following redesign of layout last financial year.	-	-	-	-	-
Additional \$34K in capital works required to complete the Mannering Park Amenities Block upgrade to address disabled access issues to the facility. This increase in capital works is offset by a delay in the delivery of playground equipment upgrade works in 2012-13.	-	-	-	-	-
* \$24K capital expenditure required for works on the Dragon Boat Shed at Tacoma - grant funding received in prior financial years. * Offset by deferral of the Ourimbah park project. (\$24K)	-	-	-	-	-
* \$240K Capital expenditure budget required for the completion of the Sunshine Reserve Boat Ramp Car park Upgrade - partially grant funded (\$115K). * Offset by deferral of the Ourimbah park project (\$240K).	115	-	-	-	-
Additional budget for the completion of the Affordable Housing study, partially funded by grant funding from the Planning Reform Fund .	-	-	26	(26)	-
Additional budget for the Employment Lands Study. This is partially funded by a Round 2 Planning Reform Fund grant.	-	-	26	(26)	-
Additional budget for Wyong Retail Centres Strategy - partially grant funded.	-	-	17	(17)	-
Additional budget for Industrial Land Audit - partially grant funded.	-	-	4	(4)	-
Additional budget for training room as computer lease was not included in original adopted budget.	-	-	-	-	-
Exhibition costs for Local Environment Plan (LEP), Development Control Plan (DCP) & Settlement Strategy. (as approved by General Manager at the Project Steering Group (PSG) meeting 24/05/11)	-	-	-	-	-
Additional expenditure to complete Toukley Town Centre Masterplan. Delays in expenditure identified in March 2012 however no additional budget included in original adopted budget.	-	-	-	-	-
Reduce water and sewerage capital works budget in projects with identified savings. Mardi Mangrove Project will save \$5.3M as final payment to contractor was made in 2011-12. Warnervale Sewer Mains will save \$2.5M as tender prices were lower than expected. Some project budgets were increased as 2011-12 projects were completed in 2012-13.	-	7,028	-	-	-
Additional budget for grant funded Community & Cultural Development and Education programs. Grants were received in 2011-12 but budget was not included in original adopted budgets. 12 various grants funded programs.	-	(91)	66	(66)	-
Additional budget to complete grant funded Home Power Savings project. Grant funds received in 2011-12 but project delayed by suppliers.	-	-	-	(3)	(3)
Q1 Total Approved Adjustments	729	5,054	(1,568)	1,568	(0)
Q1 Adopted Budget	11,890	84,334	265,452	275,452	(10,000)

Attachment 9 Expenditure on Consultants and Legal Expenditure

Expense (by Directorate)	Expenditure YTD \$'000	Budgeted Y/N
Consultants		
General Manager	4	Y
Corporate Services	4	Y
Environment and Planning	169	Y
Infrastructure Management	221	Y
Community and Recreation Services	17	Y
Total	417	
Legal Fees		
General Manager	23	Y
Corporate Services	6	Y
Environment and Planning	9	Y
Infrastructure Management	22	Y
Community and Recreation Services	110	N *
Total	170	

* Note: This item relates to a legal dispute with a construction contractor engaged to undertake new works and improvements at Council's Holiday Parks

Attachment 10 Progress on Principal Activities

	Performance Indicator/ Action Time Frame 1 Year or 4 year	YTD Progress Q1	Comments Q1
Principal Activity 1- Community & Education			
1.01 Community and Cultural Development			
6 community and cultural development programs undertaken		On Track	Bridging the Gap, NGURA. Positive Ageing , Community Leadership, Community Connections, Social Enterprise
20 community education programs provided.		On Track	Landowners workshops, Traffic Offender Program, RYDA Program, National Tree Day, Wetland Care Program, Parking Restrictions Around Schools
Increase attitudinal change by 25% based on pre and post analysis (following community education programs)		On Track	An evaluation tool has been developed to measure attitudinal and behavioural change. On average each education program is achieving a minimum of 25% behaviour change. e.g.. Landowner workshop – 50% increase in knowledge, 25% increase in attitude and 25% planned behaviour change
Increased utilisation of community facilities by 10%		On Track	Facility usage for those halls directly managed/booked by WSC - 10.2% average YTD improvement
Two event / grants community workshops undertaken		On Track	Grants information session held in September.
5% increase in participation by community committees		On Track	Currently 10% YTD increase
100% of the targeted revenue budget		On Track	Current income is ahead of YTD budget
Implement the public arts register and public arts program	1	On Track	Art work completed
Commence development of Positive Ageing Strategy to respond to the opportunities and challenges of an ageing population	1	On Track	Project plan prepared and research phase continuing. Commenced planning for community engagement phase.
Completion of Quality of Life Survey Report with Gosford City Council	1	On Track	Survey questions finalised and pilot survey undertaken. Telephone interviews commenced 20 August and will continue to mid October (target 1,500 surveys to be completed)
Continued development of The Art House including funding strategy, stakeholder engagement, marketing and business planning	1	On Track	An options paper has been prepared for further investigation. Continuation of current design project, including TZG contract.
Preparation of concept design for Warnervale Community Hub	1	On Track	Project Plan has been prepared. Work has commenced on the design brief.
Implement key recommendation of the Community Facilities Strategy	1	On Track	Asset assessment underway
Completion of The Art House and commencement of operation as per Business Plan (dependent on securing capital funding)	4	On Track	An options paper has been prepared for further investigation. Continuation of current design project, including TZG contract.
Implement key actions from the Community Facility Strategy	4	On Track	Work has been undertaken on developing Project Plan for implementation
Implement key actions from the Learning Communities Strategy	4	On Track	Reviewed Community and Cultural Development actions and costed key projects
Improve accessibility to community facilities	4	On Track	Not commenced
Implement Cemeteries Plan of Management	4	On Track	Plan of Management has been updated and costed

	Performance Indicator/ Action Time Frame 1 Year or 4 year	YTD Progress Q1	Comments Q1
Principal Activity 1- Community & Education			
1.02 Community Buildings			
85% of all building maintenance service requests completed within agreed timeframes		On Track	The currently level is 98%
90% of all reported obscene graffiti removed within two working days		On Track	The current level is 74% for the first quarter 2012. Changes to the reporting process are being trialled to improve response times.
90% of all reported graffiti removed within two weeks		On Track	The current level is 91%
Refurbish three toilet blocks (Lakes Beach Budgewoi, Redgum Hilltop Park)	1	On Track	Grant submissions have been made for refurbishment for four sites
Complete the realignment of the critical building asset registers within Council's corporate asset management systems	1	On Track	75% of the project is completed with the current available data.
Upgrade the bulk storage facility at Long Jetty Depot to improve its environmental performance	1	On Track	15% of the project is complete. The works are on schedule, on budget and meet designed scope. Major earthworks have been undertaken.
Install a chemical wash down facility at Long Jetty Depot for the weed sprayers based at the Depot	1	On Track	10% of the Project complete with the design and quotes completed.
Develop a field based IT system to improve the annual asset inspection programme	1	On Track	10% of the Project complete.
Refurbish three toilet blocks each year	4	On Track	Grant submissions have been made for refurbishment for four sites
Implement priority actions arising from the adopted Public Toilet strategic plan	4	On Track	Strategic Plan drafted.
Implement the priority actions arising from the Community Facilities Strategic Plan	4	On Track	Not commenced
Implement the priority actions arising from the adopted Playground Strategy	4	On Track	Maintenance programme developed and underway to address priority repairs within the timing and budget parameters

	Performance Indicator/ Action Time Frame 1 Year or 4 year	YTD Progress Q1	Comments Q1
Principal Activity 1- Community & Education			
1.03 Customer and Community Relations			
75% of news reports in the media are 'neutral' to 'positive'		On Track	85% for Quarter 1.
75% of resident e-Panel members satisfaction with information provided		On Track	Not commenced
75% of calls responded at the first point of contact		On Track	81% for Quarter 1.
75% customer satisfaction with the service provided by Customer Contact		On Track	Not commenced
100% of the targeted revenue budget		On Track	Revenue is down on YTD Budget. This is offset by reduced expenditure.
Develop Brand and Reputation Strategy and implementation plan that identifies objectives, identity, culture, image and market segments by June 2013	1	On Track	Request for Proposal developed
Develop a Communications and Marketing Strategy by June 2013	1	On Track	Draft strategy completed for Annual Strategic Communications Plan 12/13
Develop Website Phase 2 Strategy by December 2012	1	On Track	Met with industry representative re best practice websites and future use of Smartphone technology.
Conduct a community survey to seek feedback on service levels for future planning by December 2012	1	On Track	Not commenced
Investigate opportunities for alternative formats for providing information including languages other than English, audio and electronic formats, Braille and large print by June 2013	1	On Track	Not commenced
Conduct an End User Review to determine all customer interactions across all services by December 2012	1	On Track	Developed project plan for initial review to be completed by October 2012. Initial research completed on process flow and CRM system updating.
Promote awareness of Customer Service Charter and procedures to support Customer Feedback and Complaints Management Policy by December 2012	1	On Track	Initial review of procedures to support policy
Conduct a community reputation survey by March 2015	4	On Track	Not commenced
Devise evaluation framework to measure effectiveness of community engagement by June 2014	4	On Track	Evaluation of current processes
Increase the range of self-help services available online to customers by June 2015	4	On Track	Not commenced
Develop an Online Business Strategy for customers and partners to do online business with Council by June 2014 (partner with IM)	4	On Track	Reviewing current processes
Develop a Customer Relations Mapping system to capture customer views on Council's service by June 2014	4	On track.	Not commenced.
Conduct annual Customer Surveys and analysis to identify needs and preferences by June 2017	4	On track.	Not commenced

	Performance Indicator/ Action Time Frame 1 Year or 4 year	YTD Progress Q1	Comments Q1
Principal Activity 1- Community & Education			
1.04 Community Lifelong Learning			
Finalise Library Service Strategic Plan in consultation with the State Library NSW by end of December 2012		On Track	Framework completed
100% of the targeted revenue budget		On Track	Current income is ahead of YTD budget
5% increase in overall customer interaction (including: programs, website, WiFi, PC usage, loans and door count)		On Track	All areas on track. Website visits, program attendees increase on same time last year
An increase in membership of 2% on 2011/12		On Track	Annual membership cull undertaken reducing membership numbers this quarter. Expected growth in second half of financial year.
Implement Learning Communities Strategy priority actions	1	On Track	Community partnerships developed and two new programs on trial
Undertake National Poetry Slam pilot site	1	Project completed	Completed September 8, 2012.
Explore opportunities to bring music and art based experiences into the library through external collaboration and partnership	4	On Track	Conservatorium of Music delivered rhythm and rhyme session at both Lake Haven & Tuggerah Libraries
Implement priority actions from Library Strategic Plan	4	On Track	Not commenced

	Performance Indicator/ Action Time Frame 1 Year or 4 year	YTD Progress Q1	Comments Q1
Principal Activity 2- Community Recreation			
2.01 Open Space			
> 85% of service request completed within the allocated timeframe		On Track	Currently sitting at 86.1% across all Open Space sections.
> 39 million square metres of mowing completed annually		On Track	7,542,000 square metres mowed to date.
> 1000 trees planted annually		On Track	345 Trees planted to date
> 3000 cubic metres of wrack collected annually		On Track	Minimal wrack collection has been undertake due to the dredging program being undertaken. Once this program is completed the wrack harvester will meet required outcomes.
> 400 active Landcare volunteers		On Track	Currently 413 Volunteers
100% of the targeted revenue budget		On Track	Current income is ahead of estimated for usage of sports fields, tennis courts and parks
Development of strategic plan for refurbishment/replacement of beach assets	1	On track	Initial investigations have taken place.
Undertake a large scale nursery improvement program subject to Federal biodiversity grant funding	1	Not on Track	Grant funding unsuccessful. Project not proceeding.
Implementation of new high efficiency broad acre mower to increase levels of service	1	On Track	Machinery purchased and new rosters written to start second quarter
Review effectiveness of each wetland and determine major works required	4	On Track	Not commenced

	Performance Indicator/ Action Time Frame 1 Year or 4 year	YTD Progress Q1	Comments Q1
Principal Activity 2- Community Recreation			
2.02 Sport, Leisure and Recreation			
No deaths at Council patrolled beaches during normal lifeguard hours		On track	No deaths have occurred. Council's full lifeguard service commenced on 24th September 2012, though a lifeguard service has been operating at Shelly and Soldiers Beach on a 7-day basis since Saturday 1st September.
Projects meet time, quality and cost targets		On Track	95% on track. Two jetty projects have been completed - Panorama Jetty and Koowong Road Jetty, extensive community engagement has commenced in preparation for the implementation of the adopted Playground Strategy, tennis courts have been resurfaced at Jubilee Tennis Facility, a new fence erected at EDSACC Croquet Club and all approvals have been granted for Ourimbah United Football Club's new amenities block and club house.
100% of the targeted revenue budget		On Track	Current income is ahead of budget
Aquatic Infrastructure strategy is adopted by June 2013	1	On Track	Not commenced
Trails in Natural Areas strategy is commenced	1	On Track	Project scoping and budget phasing has been finalised and approved.
Masterplans developed for Boat Harbour recreational area developed by June 2013	1	On Track	The Project concept document has been prepared.
Masterplan developed for Tunkawallin sporting precinct by December 2012	1	On Track	The Project concept document and draft business proposals are prepared.
Subsoil drainage constructed at The Entrance North and Ourimbah by June 2013	1	EDSACC - Deferred Ourimbah - on track	<ul style="list-style-type: none"> EDSACC North: Have formed a funding partnership with Central Coast Football and Killarney Vale District Football Club to match Council's contribution. There is now insufficient time to tender and deliver these works which must occur in spring. Project deferred until 2013/14. Ourimbah: Confirmation of funding from a grant awarded to Ourimbah Football Club for the project has been received. Project documents are prepared and ready for Contracts to take to tender.
Implement priority actions from the adopted Playground Strategy	1	On track	Preliminary designs for Baker Park and Sandy Beach are now complete. Consultation for Kurraba playground is continuing and community engagement has commenced.

	Performance Indicator/ Action Time Frame 1 Year or 4 year	YTD Progress Q1	Comments Q1
Principal Activity 2- Community Recreation			
2.02 Sport, Leisure and Recreation			
Commence Stage 3 of the Norah Head Boat Ramp	1	On track	We are continuing to work on stage 2, the design stage, to reduce costs and improve navigation. Awaiting external funding to be announced in Q3.
Feasibility study of the area between the freeway and Mardi landfill site – future sports fields	4	On track	Not commenced
Continue implementation of the key actions out of the Playground Strategy	4	On track	Year 1 key actions are progressing to plan. Preliminary design for Baker Park and Sandy Beach are now complete. Consultation for Kurraba playground is continuing with letter drops and face-to-face engagement .
Implement key actions out of the Masterplans for Tunkawallin and Boat Harbour	4	On track	Not commenced
Implement priority actions from the following strategies:	4		
- Aquatic Infrastructure Strategy		On track	Not commenced
- Playground Strategy		On track	Not commenced
- Tennis Strategy		On track	Not commenced
- Greening Wyong		On track	Year 1 key actions implementing the strategy are on track. Tree planting works have commenced in priority parks.
On road bicycle and shared pathway strategy	4	On track	Met with all internal stakeholders. All building works have been completed.

	Performance Indicator/ Action Time Frame 1 Year or 4 year	YTD Progress Q1	Comments Q1
Principal Activity 3- Economic and Property Development			
3.01 Place Management			
Complete the detail design and tender documentation for the development of Stage 1 of Frank Ballance Park in Wyong by December 2012		On Track	Successful tenderer for the detailed design appointed in September 2012.
100% of the targeted revenue budget		On Track	
Commence the implementation of the streetscape improvement for the Central Coast Hwy through Long Jetty by December 2012		On Track	DA for flag poles is currently being assessed. Installation works and buildings painted scheduled to start October 2012.
Commence the biennial review of the list of properties designated as Key Iconic Development Sites by June 2013		On Track	Not yet commenced.
Commence the construction of Stage 1 of Frank Ballance Park	1	On Track	Awaiting completion of detailed design and tender documents.
Commence the implementation of The Entrance Town Centre Masterplan including the programme of replacing the tiles in The Entrance	1	On Track	Replacement tiles project has commenced and is progressing. Currently, in the reconnaissance/investigation phase. A report seeking Council approval of the paving material and colour anticipated to be forwarded to Council in October/November 2012.
Commence implementation of the Toukley Town Centre Masterplan.	1	On Track	Awaiting finalisation of the masterplan.
Commence implementation of the streetscape improvement for the Central Coast Hwy through Long Jetty	1	On Track	DA for flag poles is currently being assessed. Installation works and buildings painted scheduled to start October 2012.
Continue to liaise with the owners of the 28 key iconic sites with the aim of achieving economic and sustainable development of sites	1	On Track	Liaison with the land owners is ongoing.
Commence the biennial review of the list of properties designated as Key Iconic Development Sites	1	On Track	Not yet commenced.
Complete the construction of stage 1 of Frank Ballance Park	4	On Track	Awaiting completion of detailed design and tender documents.
Continue the tile replacement program at The Entrance	4	On Track	
Continue to prepare and implement Town Centre Masterplans (Toukley, The Entrance, Wyong, Budgewoi, Bateau Bay, Lake Haven, Long Jetty, Ourimbah, Canton Beach, Pacific Highway/Alison Road, Killarney Vale and Norah Head).	4	On Track	
Develop Urban Design Guidelines / DCP for the Shire	4	On Track	
Continue the implementation of the streetscape improvement for the Central Coast Hwy through Long Jetty	4	On Track	

	Performance Indicator/ Action Time Frame 1 Year or 4 year	YTD Progress Q1	Comments Q1
Principal Activity 3- Economic and Property Development			
3.02 General Manager Major Projects			
75% of projects delivered on time, and within scope and budget as reported against the approved project plan		On track	Projects on track as per revised dates detailed below.
Detailed concept plan developed for Warnervale, Hill Top Park by August 2012	1	On Track	A preliminary concept plan was completed in August 2012. See following item, detailed concept plan to be incorporated into park design process.
Detailed design documents for Warnervale, Hill Top Park by October 2012	1	Project to be deferred date adjusted to June 2014 and this action will move to 2013/14	A project plan has been developed for the design and delivery of the park. A landscape consultant will be engaged to progress the park design. Detailed design is now scheduled to be undertaken in 2013/14
Review Warnervale tip rehabilitation action plan against impact on design documents for Hill Top Park by August 2012	1	Project Deferred to next Annual Plan	Environmental consultants have been invited to submit tenders to undertake a review of the Remediation Action Plan taking into account the concept design for the Hilltop Park. An EPA accredited Site Auditor has been engaged to oversee the remediation assessment process. Scheduled for completion in mid 2013/14.
Prepare planning and cost studies to support preferred option for the community centre at Warnervale by October 2012	1	Project Deferred to next Annual Plan	A preliminary building accommodation schedule has been developed. A preferred building location has been identified. The planning for the Community Centre will be integrated with the planning and consultation processes for the Hilltop Park which are now scheduled to be undertaken during 2013/14
Construction of access road for Warnervale Town Centre by Dec 2014	1	Project deferred to 4 year delivery plan in 2014/15	Landcom is project managing the Entry Road. An Entry Road Deed is being developed between Council, Landcom and Fabcot Pty Ltd to cover the funding and project management arrangements. Construction is scheduled to be completed in Dec 2014.
Establish a register of sites appropriate for development of aged housing	1	On Track	A project register of Council owned sites appropriate for aged housing is being compiled.
Review Town Centre development options for the Ourimbah Masterplan by August 2012	1	On Track	An initial assessment has been undertaken of development options for Ourimbah. This work will be integrated into the "Ourimbah Town Centre Masterplan Study" which has been initiated and a Project Control Group has commenced. Major Projects Unit will be represented on the Project Control Group. The project will be co-ordinated and reported on by the Land Use Planning and Policy Development Unit.
Make submissions and recommendations on development opportunities to leverage Councils financial position for Warnervale Airport and Denning / Short St car park by December 2012	1	On Track	Market studies underway.
Complete Warnervale, Hill Top Park	4	On Track	The first stage of the Hilltop Park construction is scheduled to be completed by late 2015.
Warnervale tip site rehabilitated	4	On Track	Based on studies completed to date, the extent of rehabilitation works is likely to be minimal. Any rehabilitation works will be integrated with the building of the Hilltop Park.
Implement Warnervale Community Centre project plan	4	On Track	The project plan for the Community Centre will be developed as part of a consultation process which will also cover the Hilltop Park.
Implement Warnervale entry road and Sparks Road intersection network project plan	4	On Track	RMS is managing the design process for the Sparks Road Intersection. Landcom will project manage the Entry Road.
Implement Phase 2 of the Ourimbah Masterplan	4	On Track	Project implementation for Phase 2 will be reviewed once first phase of masterplanning has been completed for Ourimbah.
Implementation of Warnervale Airport Masterplan	4	On Track	Preliminary options and layouts for development options have been developed and are being assessed.

	Performance Indicator/ Action Time Frame 1 Year or 4 year	YTD Progress Q1	Comments Q1
Principal Activity 3- Economic and Property Development			
3.03 Economic and Property Development			
Review standard lease template to ensure compliance with contemporary commercial practice by 30 December 2012		On Track	
New lease revenue of \$500K achieved by 30 June 2014		On Track	Currently negotiating new lease and offer to lease agreements with a combined rental of \$222K. Achieving this rental will be contingent on the projects achieving a successful DA outcome etc.
Develop a Property Development and Investment Strategy by 30 June 2013		On Track	
Develop a Tourism Infrastructure Plan by June 2013		On Track	
100% of the targeted revenue budget		On Track	
Review standard lease template to ensure compliance with contemporary commercial practice	1	On Track	A new lease template will be adopted.
Identify and develop a project plan for 3 key property development opportunities	1	On Track	Two key Council sites have been identified and have proceeded to the project planning phase.
Identify 3 new property investment ideas in accordance with the Development and Investment Strategy	1	On Track	Three long term investment ideas are under consideration. One has been considered and fully evaluated by Council and a decision made to not proceed.
Development detailed project plans for 5 iconic sites	4	On Track	
Build a long term (greater than 5 year) property development portfolio that will enable Council to roll out development projects in excess of \$5m per annum	4	On Track	

	Performance Indicator/ Action Time Frame 1 Year or 4 year	YTD Progress Q1	Comments Q1
Principal Activity 4- Council Enterprises			
4.01 Care and Education			
All centres conform with the <i>National Quality Standard</i>		On Track	All centres have completed their required Quality Improvement Plans for the NQS and are awaiting validation
Child care budgeted utilisations are met		On Track	The quarterly average utilisation is 82.3%, which is down by 2.2% on the budgeted average quarterly utilisation of 84.5%. Over the last quarter each month has delivered an increase in utilisation on the previous month.
100% of the targeted revenue budget		On track	YTD revenue is down however YTD result is in surplus which is favourable to budget.
Implementation plan developed for compliance with "National Quality Framework" to 2020 by the end of December 2012	1	On Track	Draft plan completed.
Asset upgrade strategy for each child care site developed by April 2013	1	On Track	Initial investigation completed. Detailed costings currently being prepared.
Undertake service changes in Care and Education that model sustainable business practice to the community and children/families	4	On Track	Conducted a needs analysis
Introduce electronic portfolios for children	4	On Track	Electronic equipment ordered and awaiting installation and staff training
Implement asset upgrade strategy for childcare centres	4	On Track	Not commenced
4.02 Holiday Parks			
56% occupancy rate of available tourist cabin site nights		On Track	Occupancy is 45.50% as expected for the off-season. The YTD rate will rise significantly during the summer peak season where we exceed 56% for several months. The annual occupancy rate will therefore not see a rise until the summer peak season has commenced.
Financial surplus of \$1.5M achieved by 2015/16		On Track	The work we are undertaking this year will set the foundations to achieve this surplus in later years.
29% occupancy rate of available tourist site nights for caravan and camping (powered and unpowered, camping, drive through, ensuite sites)		On Track	Though the current occupancy rate is at 16.4% we expect this rate to rise to meet annual targets during/after the peak summer period.
100% of the targeted revenue budget		On Track	We are on target for the year to date revenue. This will see a significant increase in the percentage of budget achieved after the peak summer season.
Undertake the key work for 2012/13 as identified in the new Business Strategy	1	On Track	Researching and drafting the Business Strategy.
Develop a five year marketing strategy	1	On Track	Not commenced
Undertake the key work for the current year as identified in the new Business Strategy	4	On Track	Researching and drafting the Business Strategy.
Implement the marketing strategy	4	On Track	Preparation of draft marketing strategy

	Performance Indicator/ Action Time Frame 1 Year or 4 year	YTD Progress Q1	Comments Q1
Principal Activity 5- Regulatory			
5.01 Building Certification and Health			
<20 working days net median processing times for residential development applications		On Track	15 days achieved
Maintain 70% of the total market share for Construction Certificate applications		On track	74% achieved
Maintain 35% of the total market share for Complying Development applications		On Track	48% achieved
225 food business inspections conducted each quarter		On Track	220 Inspections undertaken this quarter.
100% of the targeted revenue budget		Not on Track	There is currently a shortfall in revenue of approx \$48k. This is offset by \$248k savings in expenditure.
The introduction of mobile technology which will enable development assessments to be conducted in the field, providing greater efficiency, customer service and quality of assessment	1	On Track	Quotes have been obtained for the purchase of devices and form templates provided to IT. It is expected that a device will be trialled over the 2nd quarter period.
Develop a robust system which enables the negotiation of fees for Certification services for defined commercial clients in accordance with a strict governance framework	1	On Track	A template has been developed which is currently in use. Procedures and an audit mechanism to be developed over 2nd and 3rd quarters.
Participate in the pilot Electronic Housing Code Project to allow customers to submit Complying Development applications online, and allow staff to process applications online	1	On Track	This project is on track and it is expected that the Electronic Housing Code system will be available to Wyong Shire residents early 2013.
Enhance the use of mobile technology to allow for greater utilisation across the Residential Development assessment process	4	On Track	See line 26
Process improvements, utilising mobile technology to achieve <5 days median processing times for Complying Development Certificates	4	On Track	See line 26
Expand online building inspection booking to all of Council customers.	4	On Track	On-line inspection booking is available to all customers. Further work to promote and enhance this service to provide greater integration with Council's systems is required.

	Performance Indicator/ Action Time Frame 1 Year or 4 year	YTD Progress Q1	Comments Q1
Principal Activity 5- Regulatory			
5.02 Compliance and Regulation			
No less than 90% of all animals in the Animal Care Facility (ACF) are re-homed		On Track	All saveable animals received at the Animal Care Facility (ACF) this quarter have been re-homed. Figures are based on the number of saveable animals received at the (ACF). We can not predict how many dangerous/restricted/sick/iniured animals arrive at the ACF.
The number and value of companion animal related penalty notices is reported		On Track	Reported monthly to Director and General Manager.
The number and value of parking related penalty notices is reported		On Track	Reported monthly to Director and General Manager
100% of the targeted revenue budget		On Track	
No less than 400 companion animals are registered on average per month over the 12 month period	1	On Track	1,446 registered this quarter.
Not less than 75% of all complaints for Ranger services, land use compliance, and auditing are substantially responded to within 0-5 days. (Substantially responded to includes acknowledging the complainant by phone, e-mail, letter or on-site visit but does not mean the complaint will be completed within that time)	1	On Track	All service requests are automatically responded to upon receipt.
No less than 450 residential swimming pools are inspected within the 12 month period	1	On Track	275 inspections have been carried out this quarter, including 102 commenced audits, together with re-inspections/additional inspections.
Implement portable in-vehicle computers connected to Council's On-line system to allow access to data in field and reduce time spent on administration	4	On Track	Research and investigation underway to scope a suitable solution.
5.03 Development Assessment			
< 40 net median working days processing times for priority development applications		On Track	22 days net median working days achieved for priority development applications
< 25 net median working days processing times for development applications (Class 1(a)(ii) and 2-9)		On Track	11 days net median working days for development applications
< 25 net median working days processing times for Part 5 matters		On Track	0 net median working days processing time for Part 5 matters
< 30 working days in accordance with statutory notification period for State Significant Development		On Track	0 working days for State Significant Developments
< 15 net median working days to process Subdivision Construction Certificates		On Track	8 net median working days for Subdivision Construction Certificates
< 25 net median working days processing times for Tree Applications		On Track	4 net median working days for Tree Applications
85% of service requests to be completed within the timeframe of the respective service level agreement		On Track	93.5% of service requests completed within SLA timeframe
100% of the targeted revenue budget		On Track	Current shortfall in DA fees being offset by salary savings
Implement mobile technological tools to streamline current practices and provide a more efficient, accessible service to the public	1	On Track	In progress
Implement mobile technological tools to streamline current practices and provide a more efficient, accessible service to the public	4	On Track	In progress

	Performance Indicator/ Action Time Frame 1 Year or 4 year	YTD Progress Q1	Comments Q1
Principal Activity 6- Environment and Land Use			
6.01 Environment and Natural Resources			
Implement Year 2 actions of the Coastal Zone Management Plan by 30 June 2013		On Track	Still awaiting notification of success from grant application to OEH for constructed coastal works. Community engagement projects commenced. Planning issues now delayed due to recent Government Coastal Reforms and proposed legislative changes.
Preparation of Biodiversity Management Plan by 30 June 2013		On Track	Project recommenced following recruitment of two ecologists.
Complete 2012/13 stage of the EMS (Environmental Management Strategy) by 30 June 2013		On Track	Development of EMS progressing well with rollout scheduled prior to June 2013
Commence baseline monitoring Porters Creek Stormwater Harvesting Scheme and Precinct 7A for by 30 June 2013		On Track	
Complete the annual Environmental Assurance (auditing) program by 30 June 2013		On Track	Staff recruitment complete. Audit program recommenced.
100% of the targeted revenue budget		On Track	Targeted revenue comprises grants for a range of activities including Bush Fire Risk Management with \$290K grants received to date.
Undertake coordination and implementation of year 2 of the Coastal Zone Management Plan	1	On Track	Still awaiting notification of success from grant application to OEH for constructed coastal works. Community engagement projects commenced. Planning issues now delayed due to recent Government Coastal Reforms and proposed legislative changes.
Preparation of Biodiversity Management Plan	1	On Track	Project recommenced following recruitment of two ecologists.
Complete 2012/13 stage of the EMS (Environmental Management Strategy)	1	On Track	Development of EMS progressing well with rollout scheduled prior to June 2013
Commence coordination of baseline monitoring for Porters Creek Stormwater Harvesting Scheme and Precinct 7A subject to project funding	1	On Track	
Complete the annual Environmental Assurance (auditing) program	1	On Track	Staff recruitment complete. Audit program recommenced.
Continue to implement adopted Coastal Zone Management Plan actions for years 2-5	4	On Track	Subject to coastal reforms.
Implement program of works and actions of the adopted Biodiversity Management Plan	4	On Track	Subject to Biodiversity Management Plan being adopted.
Completion of the Natural Assets section of the Asset Management Strategy, incorporating mechanisms for financing the long-term management and maintenance of Council's natural assets	4	On Track	Program commenced.
Completion of biodiversity mapping for inclusion into the shire wide Local Environmental Plan	4	On Track	Continual updated provided from Natural Assets Program
Revisit the Natural Resources Sustainability Strategy to incorporate data and outcomes from the Natural Assets Strategy and biodiversity mapping	4	On Track	Subject to adoption of the Natural Resources Sustainability Strategy.

	Performance Indicator/ Action Time Frame 1 Year or 4 year	YTD Progress Q1	Comments Q1
Principal Activity 6- Environment and Land Use			
6.02 Land Use Planning and Policy Development			
2012/13 projects are completed on time and in accordance with approved budget as identified within the approved project plan		On Track	Work Program under review
100% of the targeted revenue budget		On Track	
Review and finalisation of the existing draft Shire Wide s94 Contributions Plan	1	On Track	Review has commenced
Prepare, review and finalise Voluntary Planning Agreements (VPA's)	1	On Track	On going program
Finalise draft Wyong Local Environmental Plan (WLEP) 2012	1	On Track	Anticipate public exhibition in mid- late November 2012
Finalise draft Wyong Development Control Plan (WDPC) 2012	1	On Track	Anticipate public exhibition in mid- late November 2012
Finalise rezoning, DCP, s94 Plan for Precinct 7A	1	On Track	Public Exhibition commenced 8. October, closing 7 November 2012
First draft completed of the Ourimbah Masterplan study	1	On Track	First Internal PCG held. Study briefs being prepared
Finalise Wyong Employment Zone (WEZ), DCP, and s94 Plan	1	On Track	s94 reviewed and drafted. DCP review to commence shortly
Commence Amendment 1 to WLEP and WDPC 2012	1	On Track	To commence upon finalisation of Retail Strategy Review, Employment Lands Study and Affordable Housing Study
Finalise rezonings submitted prior to and during draft of WLEP 2012	1	On Track	In progress
Review current Landscape Policy	1	On Track	Yet to commence
Review and update the Wyong Local Approval Policy	1	On Track	To commence 2013
Finalise Ourimbah Masterplan	4	Not on Track	Stage 1 of Study (first draft) not anticipated until June 2013
Review of the Central Coast Regional Strategy	4	Not on Track	Commencement subject to DoPI program
Review range of Council development related policies	4	On Track	
Commence implementation of actions identified in the adopted Wyong Shire Settlement Strategy	4	Not on Track	Timing subject to the adoption of final Settlement Strategy and staff resource allocation
Finalise Amendment 1 to the WLEP & WDPC 2012	4	On Track	To commence upon finalisation of Retail Strategy Review, Employment Lands Study and Affordable Housing Study
Commence Review of the "Valleys Study"	4	Not on Track	Timing subject to the adoption of final Settlement Strategy and staff resource allocation

	Performance Indicator/ Action Time Frame 1 Year or 4 year	YTD Progress Q1	Comments Q1
Principal Activity 6- Environment and Land Use			
6.03 Environment and Planning Services Major Projects- Estuary Management			
195.5 ha of streambank rehabilitation delivered on time and budget for 2012/13 financial year		On Track	This target will be exceeded with 159.49ha over-achievement from the previous financial year counting toward this year's target.
80 ha of Weeds of National Significance removed on time and budget for 2012/13 financial year		On Track	This target is on track and is likely to exceed 80ha this financial year
160 ha of vertebrate pest controlled on time and budget for 2012/13 financial year		On Track	Total target for 2011/12 and 2012/13 was 160ha. Currently 360ha have been managed to reduce the impacts of vertebrate pests
Federally calculated 0.42 indigenous engagement/participation and 1 indigenous group engaged delivered on time and budget for 2012/13 financial year		On Track	Indigenous participation has commenced using Youth Connections and Tentacle bush regeneration company
30 land managers engaged and 280 ha of improvement land management practices delivered on time and budget for 2012/13 financial year		On Track	Total target for 2011/12 and 2012/13 was 100 land managers engaged. Currently 116 land managers have been involved.
328 volunteers/participants and 3 community groups engaged in Natural Resource Management		On Track	Total target for 2011/12 and 2012/13 was 656 volunteers and 7 community groups. Currently 669 volunteers and 7 community groups have been engaged
Success and delivery of MERI and communications program delivered on time and budget for 2012/13 financial year		On Track	All MERI and Communications targets and expenditure are being met for 2012/13
100% of the targeted revenue budget		N/A	Delivery of the EMP is currently heavily reliant on grant funding and not revenue. Future grant funding opportunities will be identified this financial year and applied for as they become available.
Implement the stormwater treatment and improvement program	1	On Track	2 projects budgeted for approx \$400K are currently underway
Following completion of the Caring for our Country program, a full review of the status of the Tuggerah Lakes Estuary Management Plan will need to be undertaken to review the program completed over the previous 5 years and to determine the priority programs for the next 5 years. The 4-year delivery plan will depend on the results of the comprehensive review and available funding.	4	On Track	The full review of the EMP will depend on if and when a dedicated budget has been allocated post the Caring for our Country grant (30 June 2013). The 4-year delivery plan will depend on the results of the comprehensive review and available funding
Develop a maintenance framework and regime for ongoing maintenance of work completed under the Estuary Management Plan	4	On Track	This will be developed if and when a dedicated budget has been allocated post the Caring for our Country grant (30 June 2013)

	Performance Indicator/ Action Time Frame 1 Year or 4 year	YTD Progress Q1	Comments Q1
Principal Activity 6- Environment and Land Use			
6.03 Environment and Planning Services Major Projects-Sustainability within Council			
Commence roll-out Sustainability Strategy by 30 June 2013		On Track	
Develop 2 Sustainability Advantage Modules		Not on Track	Staffing changes earlier in 2012 delayed progress. Position is now backfilled and planning/ activities are underway to get project 'on track' for Q2.
Develop 4 Climate Change Adaptation Workshops		On Track	
100% of the targeted revenue budget (\$918K) is achieved		n/a	WASIP funding, not Sustainability Project Team revenue.
Develop Draft Sustainability Strategy by 30 June 2013	1	On Track	Currently in research and consultation phase.
Support in developing Service Unit Business Plan, departmental and service unit level sustainability targets and KPI's	1	On Track	
Complete the milestones in Sustainability Advantage Program	1	Not on Track	Staff changes earlier in 2012 delayed progress. Position is now backfilled and planning/ activities are underway to get project 'on track' for Q2. Program partner has approved extending the timeframe for WSC to complete the modules.
Conduct (limited) Sustainability awareness workshops	1	On Track	
Facilitate S-Team	1	On Track	
Climate Change Adaptation Planning to be developed by 30 June 2013	1	On Track	
Implement Sustainability Strategy	4	On Track	
Climate Change Adaptation Planning	4	On Track	

	Performance Indicator/ Action Time Frame 1 Year or 4 year	YTD Progress Q1	Comments Q1
Principal Activity 7- Waste Management			
7.01 Waste			
50% diversion of domestic (household) waste from landfill		On Track	YTD trend is slightly below target which is due to normal seasonal trending, figures historically increase during the warmer months.
100% of registered premises supplied with waste services as per contract		KPI Achieved	
100% of the targeted revenue budget		Not on Track	Budget tonnages were based on 2009/10 volumes. The volume of waste going to the landfill has decreased significantly in 2010/11 and 2011/12 as a result of the incremental increases in the Waste Levy. This has consequently reduced the revenue for waste. A review of the budgeted volumes will be undertaken and adjusted if required. The reduced volumes through the gate also resulted in a corresponding reduction in expenses (primarily due to reduced s88 state government levies)
Integrated anti-Litter and Illegal Dumping Plan developed and implemented by June 2013		On Track	The original Litter Management Plan was superseded by the Integrated Litter and Illegal Dumping Plan. Implementation of the integrated plan commenced during 2011/12. Updated annual actions for 2011/12 were submitted to the Environment Protection Agency (EPA) and approved in June 2012.
100% of the scheduled waste services provided in accordance with contract		KPI Achieved	
Implement a risk management and audit program	1	Project Completed	Risk management and audit program has been implemented and is ongoing.
Focus on illegal dumping. Options for consideration are:	1	On Track	
> Reviewing contribution to Compliance and Regulation for dedicated additional Rangers	1		Review undertaken - additional funding and FTEs will not be provided during 2012/13.
> Waste to directly employ illegal dumping Rangers	1		This program is subject to the establishment of additional FTEs in the Waste Unit which is not to occur during 2012/13. The Hunter Central Coast Regional Environmental Management Strategy (HCCREMS) developed a report on potential regional models for Regional Illegal Dumping squads to be considered by Wyong and Gosford councils. This project is ongoing.
Cover the staged process in Preliminary Site Investigation (PSI), Detail Site Investigation (DSI), Remediation Action Plan (RAP) for each of the 7 Closed landfills	1	On Track	Remediation action program for closed landfill sites is on track.

	Performance Indicator/ Action Time Frame 1 Year or 4 year	YTD Progress Q1	Comments Q1
Principal Activity 7- Waste Management			
7.01 Waste			
To initiate the establishment of 4 soil processing and waste management facilities	1	On Track	Investigations and negotiations are underway on three initiatives to address this item.
Develop and implement a program to move towards the NSW domestic waste diversion target for resource recovery (or diversion from landfill) by 2014 by means of the following:	4	Not on Track	This program is subject to the establishment of additional FTEs in the Waste Unit which is not to occur during 2012/13.
> Education and awareness	4		
> Behavioural change programs	4		
> Additional process initiatives and landfill operations	4		
Continue to explore opportunities through the Regional Waste Strategy between Gosford and Wyong	4	On Track	Strategy in final draft stage and will be submitted to Council for consideration in late October.
Development strategy for area 4 at Buttonderry Waste Management Facility (BWMF)	4	On Track	Final draft strategy due late November 2012 for review and subsequent consideration by Council.
Development Strategy for area 5 at BWMF	4	On Track	This process will be informed by the Central Coast Regional Waste Strategy.
Develop and implement a new technology and more sophisticated Database and access control system for BWMF	4	On Track	Research and investigation underway and request for Expressions of Interest being prepared.
Development of alternative waste technology / treatment (AWT)	4	On Track	This process will be informed by the Central Coast Regional Waste Strategy.
Identify, maximise and keep end use options open for future development	4	Project Completed	Options report presented and adopted by the General Manager.

	Performance Indicator/ Action Time Frame 1 Year or 4 year	YTD Progress Q1	Comments Q1
Principal Activity 8 & 9- Roads and Stormwater			
Deliver at least 80% of the Capital Works budget as a measure of time and cost		On Track	The Capital Works program has commenced and is ahead of schedule.
Meet the Asset Sustainability Ratio Target		On Track	The Capital Works renewal program has commenced and is on track.
Manage OPEX budget within + / - 5% variation		KPI Achieved	As at 26/9, Actual operating expenditure is \$9.11M with a Budget of \$10.24M (variation of +11%). With an additional pay run, overheads and other costs, this variation will be less. Favourable weather has resulted in lower maintenance expenditure.
Complete 90% of approved asset inspection program		On Track	30% completed at completion of Quarter 1.
100% of the targeted revenue budget		On Track	As at 26/9, Actual revenue is \$6.811M with a Budget of \$7.245M (variation of -6%). With additional revenue yet to be included, it is anticipated that this KPI will be achieved.
Undertake a review of pothole patching technology, techniques and resourcing and implement recommendations to deliver best value	1	On Track	Investigations are underway.
Implement measures to reduce the quantity of wastes generated from construction and maintenance activities and pursue opportunities for reuse/recycling of those generated to reduce costs and improve sustainability	1	On Track	There has been a reduction in the quantity of internal material taken to Buttonderry. Measures implemented include making full use of new resource recovery exemptions which came into effect earlier this year and the transport of material to Vales Point Ash Dam.
Develop and implement formal Boundary and Adjacent Roads Agreements in association with Gosford, Cessnock, and Lake Macquarie City Councils which define responsibilities, promote cooperation, provide equity, and improve service efficiency	1	On Track	Draft Boundary and Adjacent Road Agreement has been completed for Gosford City Council. Contact has been initiated with Cessnock and Lake Macquarie City Councils with a view to developing and implementing agreements.
Construct and maintain shared pathways in accordance with adopted On-Road Bicycle and Shared Pathway Strategy and Action Plan	1	On Track	Designs are underway.
Pursue funding opportunities for increased shared pathway construction	1	On Track	Roads & Maritime Services has approved 50/50 funding for the 2012/13 shared pathway program. Further funding opportunities will be pursued.
Develop community and technical based Levels of Service	4	On Track	
Meet the projected renewals in the Asset Management Plan in order to reduce on-going maintenance costs from deteriorating assets and meet the demands of an increasing asset base due to growth	4	On Track	The Capital Works renewal program for 2012/13 has commenced and is on track.
Act as a key stakeholder in the implementation of the Central Coast Water Corporation and implement service level agreements	4	On Track	
Implement strategic capital works programming using asset management systems	4	On Track	

	Performance Indicator/ Action Time Frame 1 Year or 4 year	YTD Progress Q1	Comments Q1
Principal Activity 10 & 11- Water and Sewerage			
OPEX does not exceed the agreed annual operating budget		On Track	YTD trend (Aug 2012) is slightly below target which is due to normal seasonal trending, figures historically increase during the warmer months.
100% of the targeted revenue budget		On Track	YTD trend is slightly below target. This is associated with a phasing error in the Sewerage revenue that will be corrected as part of the Q1 review.
CAPEX is at least 80% of the agreed annual budget		Not on Track	Delays with the completion of designs and documentation for the Warnervale Water and Ourimbah WPS 17 projects will affect End of year (EOY) expenditure for these projects. Further Warnervale Sewerage tender value is significantly lower than original estimate. W&S Planning have been requested to identify projects that might be brought forward to utilise available funds. Proposed adjustments to CAPEX projects will be included in forthcoming Budget reviews.
Review operating structure to provide improved approach to water quality, asset management, renewals and customer service including the alignment of (specific) processes and labour models with Gosford City Council	1	On Track	Currently Council's water asset management and renewal processes along with Communication protocols are being jointly aligned with GCC. A revised Asset Management WSC staffing structure has been approved to better manage the project procurement process. Current operational staff structures and labour models have been shared with GCC. Actual re-alignment remains work-in-progress. Revised operating strategies and management plans have been trialled to provide a more pro-active approach for the management of water quality and addressing customer needs.
Manage treatment and distribution system and implement changes to meet regulatory changes (residual chlorine and e.coli).	1	On Track	Replacement of the filter media at Mardi Water Treatment Plant is 50% complete. Performance of these filters have improved remarkably. Work also being undertaken to implement improved process testing procedures to enable the identification of process problems earlier with an associated faster response time. Approximately 40% of all Council distribution water mains have been cleaned that have resulted in a reduction of water quality complaints and an increase in chlorine residuals.
Review operating structure to provide improved approach to asset management, renewals and customer service including the alignment of (specific) processes and labour models with Gosford City Council.	1	On Track	Currently Council's sewerage asset management and renewal processes are being jointly aligned with GCC. Current operational staff structures and labour models have been shared with GCC. Actual re-alignment remains work-in-progress.
Develop CCWC Business Processes with Gosford City Council	1	On Track	Draft functional activities for the CCWC have been developed as part of the W&S Strategic Service Delivery Framework. These have been developed in consideration of the WSC/GCC Joint Services Business (JSB) function and will be major element in the development of the business processes. This process remains ongoing.

	Performance Indicator/ Action Time Frame 1 Year or 4 year	YTD Progress Q1	Comments Q1
Principal Activity 10 & 11- Water and Sewerage			
Implementation of revised operating strategy to maintain water quality, asset management and customer service in view of increasing population, asset age and regulatory changes	4	On Track	Implementation of the 4 Year plan will be dependant upon the outcome of the operational structure alignment with GCC. Council's water quality management strategy will continue. This will include development of the Risk-Based Drinking Water Management Plan. A draft template is currently being reviewed. The Asset Management strategy will continue in partnership with GCC to meet the 2014 CCWC transfer date.
Manage treatment and distribution system to meet regulatory changes (residual chlorine and e.coli)	4	On Track	This will remain ongoing for the next 4 years based on the structure being developed within the 1st year plan. The plan will be regularly reviewed within this period to address any issues that are identified.
Improve asset delivery and pursue opportunities with Gosford City Council	4	On Track	This 4 year delivery target will form part of the WSC business case currently under development. WSC has in the first year restructured the Asset Management group to enhance asset project delivery. Currently WSC and GCC are sharing supply contracts to ensure that more competitive prices are obtained. To date Council has joint interest in the supply and delivery of bulk Liquid Oxygen and Ferric Chloride and sharing metal fabrication services.
Align Level of Service with proposed Central Coast Water Corporation customer charter and adopted iPart Operating licence	4	On Track	Currently working towards aligning processes and systems to support functional alignment with an Operating Licence that will be issued by iPART for the CCWC in 2017.
Develop and implement Central Coast Water Corporation Business Processes with Gosford City Council	4	On Track	Working towards an interim operating arrangement with the view of developing long term alignments/arrangement with the JSB post 2017.
Manage catchment operating strategy to meet regulatory changes and outfall licence compliance	4	On Track	Currently a review of Council's Discharge licences is underway with the EPA for a variation to modify the discharge volume of the licence to address recent changes in the rainfall patterns associated with climate change. A review is to be undertaken on the condition of assets in flood prone areas to better mitigate storm water infiltration.

	Performance Indicator/ Action Time Frame 1 Year or 4 year	YTD Progress Q1	Comments Q1
Principal Activity 12- Administration			
12.01 Asset Management			
WSC Asset Management Strategy adopted by 1 July 2013		On track	
100% completion of relevant corporate tasks in the approved (Asset Management Improvement Program) AMIP.		On track	Achieved planned progress for the quarter.
Stage 2: Wyong River Catchment FRMS is completed by December 2013		On track	
Stage 2: Ourimbah Creek Catchment FRMS is completed by June 2014		On track	
Stage 2: Wallarah Creek FRMS Stage 2 is completed by June 2014		Not on Track	Postponed. WSC was unsuccessful in the grant application. Expecting to be granted funds in the next round (13/14).
Stage 2: Killarney Vale Overland Flood Study			
The number of new reportable environmental incidents that result in a warning notification or prosecution from Office of Environment and Heritage (OEH) are no more than 1 per year		On track	
100% of the targeted revenue budget		On track	
To improve WSC Asset Management Practices beyond "core" level to an appropriate "advanced" level by June 2014	1	On track	
Lead a staff team in a review of its asset portfolio classes	1	On track	Delivery depends on Subject Matter Experts from other units
Maintain sound relationships with the State and Federal Governments and other key transport/infrastructure providers	1	On track	
Provide traffic and transport advice to Land Use Planners, Policy Development Unit, Place Management Unit and other internal and external stakeholders	1	On track	Requires regular review of priority work
Lobby State and Federal Governments for improved transport for Wyong Shire residents	1	On track	
Administer and manage the Wyong Local Traffic Committee	1	On track	
Studies undertaken for Ourimbah Creek Catchment Floodplain Risk Management Strategy (FRMS), Wyong River Catchment FRMS, Wallarah Creek FRMS	1	On track	Postponed. WSC was unsuccessful in the grant application. Expecting to be granted funds in the next round (13/14).

	Performance Indicator/ Action Time Frame 1 Year or 4 year	YTD Progress Q1	Comments Q1
Principal Activity 12- Administration			
12.01 Asset Management			
Respond appropriately to environmental issues and initiatives as referred	1	On track	
To improve WSC Asset Management Practices beyond "core" level to an appropriate "advanced" level by June 2014	4	On track	
External review and audit in 2013/14 - needs a budget allocation	4	On track	
Implement Climate Change risk assessment process to develop adaption plans, in conjunction with the sustainability unit	4	On track	Impacted by new State Government announcements by sea level rises
Implement improved risk based management processes for critical assets	4	On track	
10 studies delivered for:	4	On track	
- Ourimbah Creek FRMP and Wyong River FRMP	4	On track	
- Wallarah and Spring Creeks FRMP	4	On track	
- Bangalow Creek FRMP and Berkeley/Killarney vale FRMP	4	On track	
- Tuggerah Lakes Foreshore FRMP	4	On track	
- Northern Catchments FRMP and Lake Macquarie FRMP with LMCC	4	On track	
- The Entrance Channel Flooding Impact Study	4	On track	
- Bathymetric study of Tuggerah Lakes	4	On track	
Advice, training and cultural change management in environmental protection practices involved in delivery of WSC's works programme	4	On track	

	Performance Indicator/ Action Time Frame 1 Year or 4 year	YTD Progress Q1	Comments Q1
Principal Activity 12- Administration			
12.02 Contract and Project Management			
80% of all projects completed on time and on budget		On Track	
No litigation on any new contracts		On Track	No litigation has been commenced against Council or initiated by Council in relation to any new contracts
80% of contracts completed within original budget		On Track	
95% compliance with goods and services requested and processed within 48 hours of receipt		KPI Achieved	
Education of client group in relation to Council's procurement policy/procedure	1	On Track	Training in Procurement and the Project Management System has been commenced with staff from the Community & Recreation Services directorate attending training during September
Review of Project Management System and implementation of a Gateway System	1	On Track	The current Project Management System (PMS) has been reviewed with an objective of streamlining the existing processes and implementing "Gateways" to improve project control. This work is being undertaken with valuable input from the Project Assistance Team. Improvements are now being implemented
Review further centralisation of procurement within Council	1	Project Completed	Stores were transferred from the Plant & Fleet service unit into the Contracts & Project Management service unit at the commencement of the 2012/13 financial year. Stores now sits within the Purchasing section and this achieves a centralisation of major procurement activities within a single service unit
Review resourcing requirements in light of the CCWC formation, with particular focus on the risk in potentially losing resources to CCWC or being over-resourced in the event that are no longer require our services	4	On Track	The unit is working with Gosford City Council to prepare a joint report to the Joint Services Business (JSB) program control group on future procurement group structures in light of the establishment of CCWC and the JSB.
12.03 Corporate Governance			
Business papers are produced on time and meet statutory requirements		On Track	
100% of the targeted revenue budget		On Track	
20 Councillors' Community Improvement Grants (CCIG) processed per month that meet policy requirements		On track	
Implement new Councillors Local Projects scheme	1	On track	Report on new process to be considered by Council on 10/10/12
Review learnings/outcomes of 2012 Local Government Election in preparation for 2016 Local Government Election	1	On Track	To be started and finalised in 4th Quarter
Implement learnings from the 2012 Local Government Election	4	On Track	See comment above. To be implemented in 2015

	Performance Indicator/ Action Time Frame 1 Year or 4 year	YTD Progress Q1	Comments Q1
Principal Activity 12- Administration			
12.04 Finance			
Implement 2 processing efficiencies within financial operations functions by April 2013		KPI Achieved	Implemented "Arrangement to Pay" (ATP) Calculator and trained Credit Management and Customer Contact teams in use. Resulted in rates % outstanding moving from 7.12% to 6.29%. Outsourced superannuation to clearing house
Implement hardship policy by September 2012		On track	Hardship policy has been drafted and is awaiting Director review.
100% of the targeted revenue budget		On Track	Will be measured at year end. Budget will be adjusted to recognise prepayment of FAG grants outside of council's control
Review current procurement card activity and implement improvements to expense management system by June 2013		On Track	P-Card transaction review and Internal Audit review completed. P-Cards rationalised and limits aligned to delegations. New internal reporting and review of bank exception reports is now in place. Further control and automation is planned
Implementation of 1 banking solution to gain operational and system efficiency by December 2012		On Track	Initiatives currently being scoped with Westpac.
Develop standard reporting suite for management including labour, operational expenditure and capital expenditure	1	On Track	In progress and working with stakeholders on requirements. Investigation on requirements indicates a standard reporting suite exists and that much of the issue relates to education of users
Develop/improve Long Term Financial plan model	1	On Track	Long Term Financial Plan modelling tool purchased and currently being implemented.
Integrate Asset Information systems	1	On Track	Finance have significantly improved alignment of Oracle (Finance System) with information in the various asset information systems. Improvements continue but Finance are not in direct control of the asset management systems. Finance are helping IT and the Asset Management Working Group assess a strategic solution as we move toward a Joint Services Business
Revenue modelling aligned with appropriate delivery of services	1	Project Completed	Extensive review and re-mapping of fees and charges completed in early 2012. Revenue is now aligned to products and aligned to responsibility centres existing after the Service Delivery Review. Action complete but yearly review will take place
Procurement card review and implementation of Expense Management System	1	On Track	P-Card transaction review and Internal Audit review completed. P-Cards rationalised and limits aligned to delegations. New internal reporting and review of bank exception reports is now in place. Further control and automation is planned
Development of a Financial Management Framework	4	On Track	Several policies have been updated and New policies for Hardship and Credit Management have been drafted and are awaiting approval. Delegations were recently reviewed and tightened and firm plans are in place for policy revision/formulation, documentation and internal control enhancements.

	Performance Indicator/ Action Time Frame 1 Year or 4 year	YTD Progress Q1	Comments Q1
Principal Activity 12- Administration			
12.05 Human Resources			
Delivery of 9 modules of learning to both Leadership Development Program (LDP) 1 and 2 participants along with the completion of 252 assessments within program timelines		On track	
Industrial Relations (IR) Strategy productivity improvements		On track	Doing award adherence activities and working towards greater productivity improvements through IR negotiations for CCWC
All recruitment and selection processes completed within 3 months of request being received			
Improved Workers Compensation case management		On track	Have made great progress in this area. Case management is much more disciplined resulting in cost savings for the organisation.
HR system and report enhancements managed within 2012/13 approved budget			
100% of the targeted revenue budget		On track	
Proactive analysis of workforce data to identify business trends, people performance and productivity issues	1	On track	Improvements are being made in system improvements for analysis to occur more quickly. It is anticipated system improvement will create more time for
Quality controls of Human Resource Management System to improve data quality	1	On track	
Investigate and develop evaluation tools, online /paper based to report on return on investment	1	On track	
Conduct required Central Coast Water Corporation (CCWC) activities within a timely manner	1	On track	
Deliver and manage 11 Leadership programs within timeframes	1	On track	
Align all Workforce Development Programs and recruitment activity with Gosford City Council to support the establishment of the CCWC	1	On track	Joint recruitment progressing well. EAP completed. Currently assessing apprentice program.
Implement on line recruitment for accepting applications, simplifying the recruitment process and building talent pools	1	On track	Delayed due to IT provider
Promotion and communication of Human Resource (HR) initiatives and HR corporate and compliance requirements	4	On track	Regular communication occurring
Streamline process after implementing the new Performance Management system	4	Project Deferred	Removed as a project
The Industrial Relations Strategy aims to increase productivity by removing barriers that affect service delivery	4	Completed	Rolling into IR discussions with CCWC and JSB opportunity
Continue to monitor effectiveness of SafeTsmart and seek customer feedback	4	On track	Project plan developed to replace SafeTsmart with Figtree. Phase one commencing in risk.
Review procedures for supervisors/managers that will support injured workers while on workers compensation and return to work and based on this review, determine next steps	4	On track	

	Performance Indicator/ Action Time Frame 1 Year or 4 year	YTD Progress Q1	Comments Q1
Principal Activity 12- Administration			
12.06 Information Management			
Management Projects on time and on budget in 2012/13		On track	
Support for solution development and implementation of 9 projects	1	On track	
Focus on both the short term and longer term objectives of the Central Coast Water Corporation formation	1	On track	
Support for Solution development and implementation of 16 projects	4	On track	
Continued focus on the Central Coast Water Corporation formation	4	On track	
12.07 Integrated Planning			
WSC Strategic Plan, Service Unit Business Plans, and Annual Report produced on time and meet statutory requirements		On Track	
Benchmark WSC Statutory Plan against comparable publications in both public and private sectors		Not on track	
Review of the Community Strategic Plan via community engagement by 30 July 2013		On Track	
End of Term Report produced for Council		Project Deferred	Not a legislative requirement for Group 3 Council's - however a summary document will be provided for Council's information
Deliver on time all quarterly reports and other obligations under the Integrated and Reporting Framework		On Track	
Integrate systems for strategic Councillor and community input into the annual strategic planning process	1	On Track	
Assist Managers to improve integration of Business Plans with:	1		
- Refinement of Products	1	Project Deferred	Finance objective
- Improved costing of Products	1	On Track	Finance objective
- Changing Services based on benchmarking	1	Not on track	
- Corporate business strategies	1	On Track	
Streamline process for preparation of the Annual Report and State of Shire Report	1	On Track	
Work with Managers to identify their Unit's potential areas for cost savings or gains in efficiency or efficacy and develop programs for action	1	Not on track	
Refine the integrated planning process by:	4		
- Adopting a similar format for each of the resourcing strategies		On Track	
- Prioritising actions proposed across the resourcing strategies		On Track	
- Benchmarking the Wyong Shire Council Strategic Plan (WSC SP) against comparable publications in both public and private sectors		Not on track	
- Reducing the size of the WSC SP		On Track	
Further embed Service Unit Business Plans (SUBPs) in corporate business activity by:	4		
- Improving links to the priorities set in the Community Strategic Plan (CSP)		On Track	
Undertaking stakeholder surveys to ensure that the format provides meaningful information that helps clarify business priorities and service levels	4	On Track	

	Performance Indicator/ Action Time Frame 1 Year or 4 year	YTD Progress Q1	Comments Q1
Principal Activity 12- Administration			
12.08 Legal Services			
Reduction of 5% in the number of complaints received via the Internal Ombudsman			
Reduction in expenditure with external legal service providers		KPI achieved, continuing on	This is an ongoing goal - continuous improvement
Improve compliance and statutory timeframes by 20% under the <i>Government Information (Public Access) Act 2009</i>		On track	
Achieve all timelines and outcomes set out in the adopted Audit Plan		Not on Track	This has not been achieved to date, but following the departure of the Internal Auditor and revision to the Audit Plan it is expected that the timelines and outcomes will be achieved.
Review complaints investigation processes, to reduce the time taken to investigate each complaint by October 2012	1	On track	
Prepare standardised format for investigation reports by December 2012	1	On track	
Introduce programs and training to educate staff and councillors on Council's responsibilities under the <i>Government Information (Public Access) Act 2009</i> , the <i>Privacy and Personal Information Protection Act 1998</i> , and the <i>State Records Act 1998</i> by December 2012	1	On track	
Provide ongoing training to staff undertaking high risk actions within Council via the Enterprise Risk Management Strategy project	1	On track	
Develop and maintain an interactive register of legislative provisions that apply to or have impact upon Council by March 2013	1	On track	
Identify specific areas that continue to be the subject of ongoing or repetitive complaints and prepare action plans to minimise the numbers of complaints	4		
Improve quality and accessibility of information available on intranet and internet to assist in the orderly dealing with complaints across Council	4	On track	This is an ongoing task
Provide reports to the Project Control Group for the Enterprise Risk Management Strategy project on progress of that project	4	On track	

	Performance Indicator/ Action Time Frame 1 Year or 4 year	YTD Progress Q1	Comments Q1
Principal Activity 12- Administration			
12.09 Plant, Fleet and Depots			
Benchmarking performance compared to alternative supply arrangements within the Fleet Sections of the Unit		On Track	
Sustainable Fleet Management – Ensure fully absorbed internal cost of delivery of services are lower than comparable externally-supplied options		On Track	
Adoption of a new Disaster Management Strategy and Plan by 30 June 2014		Not on track	Project scope significantly underestimated. Stage 1 report will be issued to the IM Director by 12 October 2012, with Stage 2 timeline yet to be finalised
Sustainable Fleet Management – lowest whole of life (WOL) costs to Council relative to other service provisions		On Track	
Adoption of amended Council Vehicle Policy by June 2013		On Track	
100% of the targeted revenue budget		On Track	Plant & fleet to be cost-neutral inclusive of Corporate Overheads by June 2013.
Recovery of all operating and overhead costs via revenue		On Track	
Support project leader in transition to alignment with Gosford City Council Fleet operations	1	On Track	
Planning and preparation for changes associated with the move to the Central Coast Water Corporation (CCWC) operation	1	On Track	
Develop 10 year plan for maintaining Charmhaven depot and all sub-depots	1	Not on track	All capacity has been diverted to completing the Emergency Services review and resourcing to undertake a 10 year plan for CHD is yet to be identified.
Completion of Stage 1 of Emergency Services review project	1	On Track	Stage 1 final report will be issued to the IM Director by 12 October 2012
Develop 10 year plan for maintaining Rural Fire Service (RFS) buildings in place	1	On Track	
Alignment and potentially Shared Service arrangement with Gosford City Council for all Plant and Fleet operations including this Service (Mgt) as well as all of the products under the service "Plant – Mobile Equipment and Vehicles"	4	On Track	
Identify and implement options to generate profitable income from external sources (servicing of other fleet-provider's plant and equipment)	4	Project deferred	Pending the JSB review

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