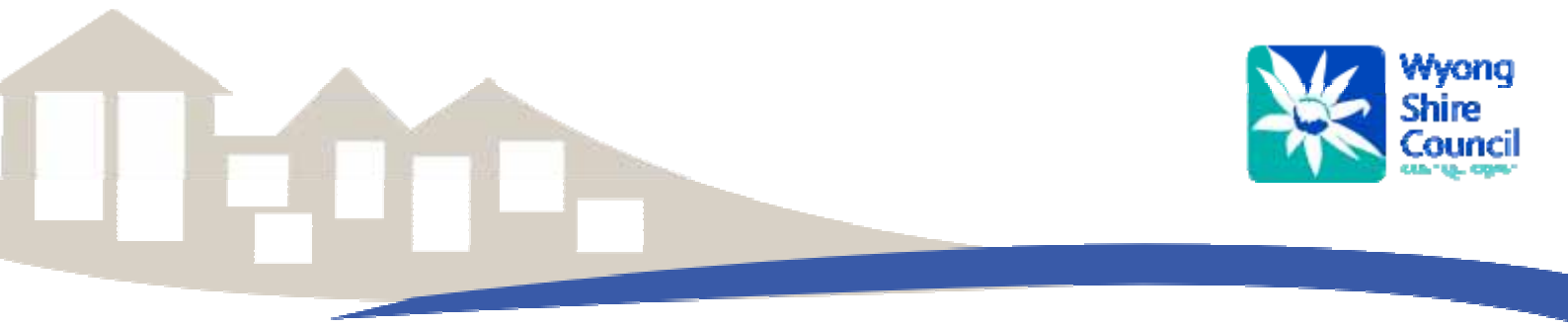


Wyong Shire Council

## **ORDINARY COUNCIL MEETING**

### **ENCLOSURES**

Wednesday, 22 February, 2012





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**WYONG SHIRE COUNCIL**  
ENCLOSURES TO THE  
**ORDINARY COUNCIL MEETING**  
TO BE HELD IN THE COUNCIL CHAMBER,  
WYONG CIVIC CENTRE, HELY STREET, WYONG  
ON WEDNESDAY, 22 FEBRUARY 2012 ,  
COMMENCING AT 5:00 PM

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**1.3 Confirmation of minutes of Previous Meeting**

**Attachment 2:** Minutes of Confidential Session of Council Meeting held on 8 February 2012 (D02910863 distributed under separate cover)

**2.1 2011-15 Strategic Plan - December Quarter Review**

**Attachment 1:** Business Report Q2 - December 2011 (attached to this Index)

## Business Reporting

### 1. Overview

#### Financial Performance

The second quarter of 2011-2012 has seen Council's financial position continue to be challenged. With an original budget operating deficit of \$14.9m, Council faces significant challenges to achieve the 2011-2012 financial sustainability targeted reduction to a \$15.0m operating deficit.

Committed and works in progress from 2010-2011 resulted in \$2.3m in operating carry-overs being brought forward, placing upward pressure on Council's targeted operating result. This combined with negative income trends has resulted in a significant Quarter 2 review of operating budgets to achieve a revised full year budget forecast of a \$14.7m operating short-fall, to 30 June 2012.

These adjustments will further tighten the budget but overall the majority of service levels can be maintained within the fiscal target, and ensure Council remains on track to reverse the operating short-falls and return to a break-even position by 2014-2015.

#### Quarter Two Overview

The overall operating result year to date (YTD) is a surplus of \$73.6m against a budget of \$75.0m. This result includes Rates and Annual Charges income of \$128.8m which represents the full year income. Of this only half represents funding of Council's half year operations. Work will continue to identify the risks to budgets and to reaffirm Council's commitment to the target of a (\$15m)

deficit at year end - despite significant budget challenges.

#### Capital Expenditure

YTD expenditure totals \$28.1m, against the YTD budget of \$39.3m, and represents 27.6% of the full year capital budget.

#### Financial Performance Year to Date (YTD)

	Actual YTD \$'000	Adopted YTD Budget \$'000
Income	180,374	185,181
Expenses	106,815	110,023
<b>Net Operating Result</b>	<b>73,558</b>	<b>75,158</b>
Net Operating Result before capital grants & contributions	68,734	67,779

#### Financial Position

	Actual YTD \$'000	Adopted Full Year Budget \$'000
Assets	2,274,083	2,148,443
Liabilities	299,230	308,532
<b>Position</b>	<b>1,974,853</b>	<b>1,839,911</b>

Council's financial position shows \$2.0b net equity. The improved position over budget is due to new assets in particular the Mardi to Mangrove Pipeline and a favorable revaluation of Council's Community Land assets that increased by \$53.4m as at 30 June 2011.

## 2. Highlights

### ***Institutions sign up to create education precinct***

In October The University of Newcastle, Wyong Shire Council and TAFE NSW – Hunter Institute signed a Memorandum of Understanding (MoU) that formalises a commitment to establishing an education precinct in the Ourimbah town centre that is poised to deliver significant economic and social benefits to the region. The MoU instigates a masterplanning exercise for the Ourimbah town centre, accommodating future growth of the Central Coast campus. The masterplan will promote business and investment to develop the town centre into an education and training precinct.

The development of an education precinct in Ourimbah, incorporating the campus and town centre, offers excellent opportunities for the region. By promoting Ourimbah as an education and training precinct, it would help stimulate investment to serve a growing student population.



### **Council joins forces with Delta Electricity to improve local environment**

In October Council entered into a co-sponsorship arrangement with Delta Electricity to help provide community facilities in the coming year, including improvements to parks, playgrounds and barbecues in communities surrounding Delta's power stations.

Each year, under the sponsorship arrangement, Delta provides Council with funding to support Landcare groups in the north of the Shire.

These groups have consistently carried out valuable environmental work in the community and we certainly appreciate the additional resources that Delta contributes.

It's a great arrangement between two organisations committed to helping out the community. Council's Landcare teams do a great job, and to be able to complete so many projects would not be possible if it wasn't for Delta's generous sponsorship.

### **Community celebrate opening of pipeline**

Gosford City and Wyong Shire Councils held a community event on Sunday, 16 October 2011 to commemorate the historic opening of the Mardi-Mangrove Link.

The festivities were held at the Replica Woodbury Inn at Mardi and were well attended by the community.

There was an official ceremony including a plaque unveiling by Wyong Shire Mayor Bob Graham and Gosford City Councillor Chris Burke representing Gosford City Mayor Laurie Maher, Federal Member for Shortland Jill Hall and Federal Member for Dobell Craig Thomson.

The Mardi-Mangrove Link project is an initiative of Gosford City and Wyong Shire Councils' with Australian Government funding of \$80.3 million provided through the Water Smart Australia Program under the *Water for the Future* initiative, and an additional \$40 million combined from the two Councils.



### **Broadband to speed up bright future for Wyong Shire**

Council enthusiastically greeted the announcement that Long Jetty will be one of just ten new locations in NSW to become part of the National Broadband Network over the next 12 months.

The national rollout, which will take ten years to cover all 13 million premises identified in Australia, is the largest infrastructure upgrade in recent Australian history. It is being rolled out in phases – with Long Jetty moving into the group selected for the first year of construction.

In the long term, it will transform life on the Central Coast and make life easier and better in so many ways for our residents and businesses. With such high speeds on the fibre optic cables, working from home will be a much more viable and attractive option for our high percentage of commuting workers.

It also presents a fantastic opportunity to boost employment. By being in the first group for construction it is our residents who will get the opportunity to be trained and then paid to deliver the network here and in neighbouring areas for the next decade. According to NBN Co, up to 9000 semi-skilled workers are required for the rollout nationally.

Positions sought for the rollout will include labourers, plant operators, road traffic controllers, telecommunications linesworkers, cablers and cable joiners and electrical linesworkers.

The possibilities for improving Council's own service delivery are very exciting, in addition to the overall benefits to the community.

Construction at Long Jetty is scheduled to start in April 2012 and reach approximately 11,600 premises. On completion, construction will move to neighbouring suburbs progressively until the entire Central Coast is completed.

### ***Covering up brings benefits for swimmers***



In October 2011 a cover was fitted to Wyong's 50 metre public swimming pool, to help warm the water and reduce evaporation.

More comfortable swimming conditions should attract additional patronage, and it will also reduce running costs by cutting water and chemical loss caused by evaporation.

An average of 30,000 people visit Wyong Pool each year. Located in Ithome Street, Wyong, the swimming pool is owned by Council with day-to-day management contracted to the YMCA.

The pool cover is one of many improvements carried out at the swimming centre in preparation for the summer season. Council also replaced part of the grandstand roof, placed a shade sail over the toddler's area, upgraded security fencing, serviced pumps and valves, and installed a new barbecue.

### ***Development creates bigger slice of local job pie***

In October Council agreed to support the development of a restaurant and drive through facility at Ourimbah with the potential to create 40 local jobs.

The \$1.2 million development will consist of a Heatherbrae's Pies bakery and restaurant. It will be constructed on a vacant site on the Pacific Highway adjacent to the F3 Freeway.

The proposed building will be two storeys, with the ground floor containing seating for 66 people, with an additional 40 outdoor seats proposed.

A total of 42 carparking spaces are also proposed, along with two coach/boat/caravan parking spaces and a drive-through facility.

### ***New picnic spot just in time for summer***

In November 2011 Council completed an upgrade of the popular McKenzie Reserve, on the foreshore of Lake Munmorah in Budgewoi.

The work took four months to complete and cost \$180,000. The amenities block, large shelter and playground have been upgraded and Council has undertaken extensive landscaping of the reserve, allowing better access, safety, lighting and views of the lake.

Council installed a state of the art 5.6 metre climbing net in the playground, which is ideal for children of all ages and abilities.

The upgrade is part of the implementation of the Tuggerah Lakes Estuary Management Plan, with funding provided by revenue raised from our commercially-operated Central Coast Holiday Parks, approved by the Department of Primary Industries.





### ***New look Shelly Beach club to be officially opened***

In November the new \$3.7 million Shelly Beach Surf Club was opened, replacing the old building, with the Australian Government contributing \$2.5 million and Council providing the balance.

Shelly's Beach's new state-of-the-art facility is a modern two-storey clubhouse, with the access road behind the now demolished old club building also relocated.

The ground floor of the new clubhouse contains a craft storage area, first aid room, lifeguard room, public toilets, a kiosk and main entry.

The first floor comprises a large function room capable of accommodating 150 patrons, and a smaller function room, both served by a commercial kitchen and bar. The new building also contains a one bedroom caretaker's flat, bathroom amenities and balcony overlooking the beach.

### ***School environment award winners***

Twenty-one primary schools across Wyong Shire entered the 'wipe out waste' 2011 Primary School Environmental Program Awards.

Brooke Avenue Primary School and Wyong Grove Primary School took out the top awards.

Brooke Avenue Primary School won the overall prize in the Large School category after they got the whole school involved. They created recycling initiatives for the school from mobile phones to taking recycled shredded paper to the local pet stores. The school also created a huge sculpture of the letters W.O.W (wipe out waste) made from chip packets and they went all out on Melbourne Cup Day making hats and fascinators from recycled paper and materials.

Wyong Grove Primary School won the overall prize in the Small School category in their first year of entering the annual awards. They also took a whole school approach to wiping out waste. The students went with the food angle and created a slogan: 'Wipe out waste. Change your taste.' They have a worm farm, vegetable garden and compost and created a map of Australia from chip packets. The judges were impressed by the students who led them on tour and explained the science behind each of the projects.



### ***Clearing marks major step forward for Town Centre development***

In December 2011 work started to clear land for the first stage of the Warnervale Town Centre access road.

The clearing of Council owned land, just west of the Mary MacKillop College on Sparks Road, is a significant step forward for the future Town Centre.

Council has been keen to get this project moving for some time and this land clearing marks the first stage of the access road from Sparks Road up to the Woolworths site and proposed railway station.

The next stage of the plan will be undertaken in 2012 and involve more clearing for a road near the Woolworths site. It is expected the Woolworths development application will be approved in 2012 and work on the road will start as soon as possible to allow for construction vehicles to access the site.



### ***First Directors appointed to the Central Coast Water Corporation***

On 15 December 2011 Gosford City and Wyong Shire Councils welcomed the official appointment of five Directors to the inaugural Board of the Central Coast Water Corporation.

The NSW Governor formally endorsed the appointments of John Read as Chairman, and Margaret Haseltine and Abigail Goldberg to work alongside Peter Wilson and Michael Whittaker - the General Managers of Gosford and Wyong Councils.

The Board is responsible for governing the new Corporation and the Directors will attend their first official Board meeting in February.

Initially, the key challenge for the Board will be determining the Corporation's strategic goals for 2012.

The Directors have been appointed for a two year term, with the Chairperson John Read appointed for a term of three years.



Mr John Read



Ms Abigail Goldberg



Ms Margaret Haseltine

### 3. Progress on Principal Activities

#### Council's Delivery Plan

Council's 2011-15 Strategic Plan details the main activities Council will deliver from 2011-12 through to 2014-15.

The Local Government (Planning and Reporting) Amendment Act 2009 has replaced the Management Plan and Social Plan requirements that previously guided Council's corporate planning processes. As a result of these changes, Council now prepares a 4 Year Strategic Plan and reports 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 2011-12 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 2011-2015 4 Year Delivery Plan and the 2011-2012 Annual Plan, a range of qualitative and quantitative performance measures will be 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 7 for a detailed report on progress for the second quarter.

Status	Number	%
On Track	124	78
Not On Track	15	9
KPI Achieved	9	6
Project Completed	8	5
Project Deferred	3	2

## Major Projects

The Strategic Plan also identifies 10 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 7.

Wyong Shire Council Designated Major Projects			
Project Name	Responsible Unit	YTD Progress	Service Number
Shire-wide Comprehensive LEP and DCP	Land Use Planning & Policy Development	Project On Track	6.3.1
Estuary Management Program	Environment & Planning Services Directorate	Project On Track	6.4.1
Sustainability within Council	Environment & Planning Services Directorate	Project On Track	6.5.1
Warnervale Town Centre	Major Projects Unit	Project On Track	3.2.1
Aged Care Centre of Excellence	Major Projects Unit	Project On Track	3.2.1
Water Corporation Establishment	Water & Sewerage Services	Project On Track	11.1.3
Procurement Review	Contract & Project Management Unit	Project On Track	12.2.1
*Review of Emergency Services	Plant, Fleet & Depots Unit	Project Not on Track	12.9.6
"Councils on Line" Computer System	Information Management Unit	Project on Track	12.6.3
Community Facilities Review	Community & Cultural Development Unit	Project on Track	1.1.4

\* Project on track excluding timeframe

## 4. Financial Report

### FINANCIAL PERFORMANCE

#### Operating Result and Forecast

The second quarter of 2011-2012 has seen Council's financial position continue to be challenged. With an original budget operating deficit of \$14.9m, Council faces significant challenges to achieve the 2011-2012 financial sustainability targeted reduction to a \$15.0m operating deficit.

Committed and works in progress commitments from 2010-2011 resulted in \$2.3m in operating carry-overs being brought forward, placing upward pressure on Council's targeted operating result. This combined with negative income trends has resulted in a significant Quarter 2 review of operating budgets to achieve a revised full year budget forecast of a \$14.7m operating short-fall, to 30 June 2012.

These adjustments will further tighten the budget but overall the majority of service levels can be maintained within the fiscal target, and ensure Council remains on track to reverse the operating short-falls and return to a break-even position by 2014-2015.

This significant change in WSC's organisational focus to long term sustainability has been achieved by a focus on maintaining tight fiscal control over expenditures through strict budget management, monthly budget reviews, internal controls over labour costs to work within budgeted resourcing levels, and the implementation of a Project Assessment Team to review alignment and project scopes prior to commencement. WSC has continued to focus on identifying and implementing cost savings and productivity improvements to operations resulting in identified programs to improve the business and service delivery.

The Quarter 2 financial result is slightly favourable to budget, with income under budget by \$2.3m and expenditure under budget by \$3.2m, net \$0.9m favourable result YTD.

## Income Analysis

As at 31 December 2011, income is \$2.3m under budget.

	CONSOLIDATED			
	Last Year	YTD	YTD	FYR
	Actual	Actual	Adopted	Adopted
	2011	2012	Budget	Budget
	\$'000	\$'000	\$'000	\$'000
<b>INCOME from continuing operations:</b>				
<b>Revenues</b>				
Rates & Annual Charges	119,622	128,855	129,587	129,238
User Charges & Fees	53,712	26,555	29,596	61,013
Interest and Investment Revenue	8,906	4,369	3,606	7,211
Other	2,680	1,549	1,217	2,445
Grants & Contributions Operating	23,547	13,687	13,609	27,285
Grants & Contributions Capital	43,405	4,824	7,379	18,519
Gain from the Disposal of Assets	495	535	186	410
<b>Total Income from continuing operations</b>	<b>252,366</b>	<b>180,374</b>	<b>185,181</b>	<b>246,122</b>

Analysis of this variation has uncovered the following issues and risks:

### **Rates and Annual Charges**

Rates and Annual Charges are levied in full at the beginning of the year and payable in four instalments in August, November, February and May. Analysis of this area is best concentrated on full year projections. YTD actuals are \$732K under the full year budget projection. This impact relates primarily to the Water and Sewer business. Depending on the level of development activity within the Shire during the remainder of the year, this income may be at risk.

### **User Charges and Fees**

YTD actuals for User Charges and Fees are \$3m unfavourable to budget.

The following areas are below forecast and will continue to be closely monitored:

- Water Usage charges as a result of lower than estimated usage \$0.9m
- Buttonderry tipping fees \$1.3m
- Sewer Usage and Trade Waste Usage \$0.4m

### **Interest and Investment Revenue**

Tracking favourable YTD \$763K and this has been considered as part of the Q2 variations.

### **Grants and Contributions Capital**

Developer Contributions are tracking behind budget in alignment with current market development activity levels. This trend will be monitored closely as it represents a significant risk to planned capital works as well as the prepaid developer contributions.

## Expenditure Analysis

As at 31 December 2011, expenditure is \$3.2m under budget. Analysis of this variation is as follows:

	CONSOLIDATED			
	Last Year	YTD	YTD	FYR
	Actual	Actual	Adopted	Adopted
	2011	2012	Budget	Budget
	\$'000	\$'000	2012	\$'000
Employee Costs	74,876	35,321	37,699	80,355
Borrowing Costs	12,259	6,764	6,458	14,012
Materials and Contracts	43,830	19,344	20,846	57,664
Depreciation	53,594	27,919	27,920	56,509
Other	39,778	17,379	17,101	34,124
Loss from the Disposal of Assets	1,988	89	0	420
<b>Total expenses from continuing operations</b>	<b>226,326</b>	<b>106,815</b>	<b>110,023</b>	<b>243,084</b>

### **Employee Costs**

Employee costs account for Council's largest expenditure type and are closely monitored on a regular basis. Employee costs are favourable to YTD budget by \$2.4m. Council has continued to maintain strict internal controls over labour expenditure which represents 33% of total operating expenses. Controls include an internal approvals process to ensure budget is achieved and targeted leave reduction programs. The favourable YTD position is consistent with the staff establishment being 10% down for the first half of the year, however substantial recruitment occurred in December and continuing into quarter 3. It is anticipated that this will slow the budget advantage gained to date and in many areas costs savings have been offset by external resources.

External training expenditure is under budget YTD by \$120K, a portion of this is included as a proposed budget variation in this report.

### **Materials and Contracts**

Materials and contracts are \$1.5m under budget YTD, the majority of which is due to normal timing variations. Close scrutiny of expenditure in this area will continue across the remainder of the year.

Council continues to improve the budgetary control framework including refinement of accruals on goods and services which have already been received and ongoing review of budget phasing.

### **Depreciation**

YTD depreciation is on track to original budget estimates, however as a result of Council's requirement to revalue all assets (per the Local Government Code of Accounting Practice and Financial Reporting & mandated by Dept Local Government legislation) the Water and Sewer assets will be revalued prior to year end. This will impact on full year depreciation figures. The magnitude of the impact cannot be determined until the revaluation is complete in Q4.

The detailed financial reports can be found on pages 24 to 30 of this report and include a list of the proposed budget amendments in the Q2 Review.

## Operating Results and Forecast - by Fund

Net operating results by fund are generally inline with budget, with General Fund showing a favourable variation to budget of \$4.4m, Water showing an unfavourable variation of \$2.8m and Sewer an unfavourable variation to budget of \$0.9m.

### Operating results and forecast by fund

	Full Year 2011 \$000	Q2 Actual \$000	Q2 Adopted Budget \$000	Q2 Variance \$000	FYR Adopted Budget 2012 \$000	Proposed Budget Changes \$000	Proposed Adopted 2012 Budget \$000
Net operating result before capital grants and contributions:							
General Fund	(1,957)	53,905	50,975	2,930	(1,867)	1,308	(559)
Water	(9,569)	4,235	5,354	(1,119)	(8,013)	(559)	(8,572)
Sewer	(5,838)	10,594	11,450	(856)	(5,602)	40	(5,562)
<b>Consolidated</b>	<b>(17,364)</b>	<b>68,734</b>	<b>67,779</b>	<b>955</b>	<b>(15,482)</b>	<b>789</b>	<b>(14,693)</b>
Including capital grants and contributions:							
General Fund	10,117	57,771	54,319	3,452	4,552	1,174	5,726
Water	20,956	5,054	8,582	(3,528)	654	-	654
Sewer	(5,032)	10,734	12,257	(1,523)	(2,167)	-	(2,167)
<b>Net operating result</b>	<b>26,041</b>	<b>73,559</b>	<b>75,158</b>	<b>(1,599)</b>	<b>3,039</b>	<b>1,174</b>	<b>4,213</b>

### Operating results by Reportable Business Unit

	Full Year 2011 \$000	Q2 Actual \$000	Q2 Adopted Budget \$000	Q2 Variance \$000	FYR Adopted Budget 2012 \$000
Waste Management	7,553	21,348	20,222	1,126	7,647
Holiday Parks	1,079	(119)	(315)	196	(682)
Children's Care & Education	(659)	(254)	(345)	91	(592)



## CAPITAL EXPENDITURE

Expenditure to 31 December 2011 amounts to \$28.1m, against a YTD budget of \$39.3m, representing 27.6% of the full year Adopted Budget.

Due to the wet weather experienced in the second quarter there have been significant delays to Council's capital works programs. In some areas it is unlikely that works programs will be completed by 30 June 2012 and budget adjustments will be required in the third quarter review. A thorough review of all capital works projects will be included in the March quarter report to Council.

Details of major capital projects to 31 December 2011 are as follows.

A summary of capital expenditure by Council Service is provided in the financial reports at Attachment 5.

### Significant Capital Projects

	<i>Expenditure YTD \$'000</i>	<i>Adopted Budget \$'000</i>	<i>Variance \$'000</i>	<i>% Spent</i>
Mardi To Mangrove Link Projects*	5,850	14,000	8,150	42%
Extension of Rising Main (B9-B1)	1,975	4,500	2,525	44%
Bitumen Resurfacing	382	3,657	3,275	10%
Minnesota Rd	1,334	2,500	1,166	53%
Construct Civil Mechanical Telemetry & Electrical (SPS TO 22)	35	2,200	2,165	2%
Hamlyn Terrace Playing Fields	1,816	2,128	311	85%
Construct New Sewerage Pumping Station C16 At Blue Haven	22	2,000	1,978	1%
Access Road (Tc2/3)	14	1,706	1,692	1%
Upgrade Inlet Work Bateau Bay Sewerage Treatment Plant	25	1,500	1,475	2%

\* Project expenditure variance from Q1 due to contractor dispute.

## INVESTMENT AND DEBT MANAGEMENT

### Cash Flow Analysis

The Q2 actual closing balance of \$140.7m compares favourably with the YTD original budget of \$117.7m. Close scrutiny of expenditure will continue to occur over the remainder of 2011-12 to ensure that Council's cash position remains satisfactory.

<b>Cash and Investments:</b>	<b>Original Budget*</b> <b>\$'000s</b>	<b>Year to Date</b> <b>\$'000</b>
<b>Outgoings</b>		
Employees	(80,304)	(35,016)
Borrowing	(14,012)	(8,262)
Materials and contracts	(56,581)	(30,170)
Other	(38,375)	(17,760)
<b>Incomings</b>		
Rates	190,543	101,536
User charges	7,751	2,478
Interest **	45,183	24,427
Grants and contributions	2,445	(1,592)
Other (incl land sales)	-	-
<b>Capital</b>		
Borrowings	8,275	(5,170)
Purchases of Assets	(73,007)	(28,682)
Other		711
<b>Net Cash/Investment Movement</b>	<b>(8,082)</b>	<b>2,500</b>
<b>Opening Balance</b>	<b>114,000</b>	<b>138,237</b>
<i>Closing Balance:</i>		
General	45,529	156,589
Water	36,450	(17,114)
Sewerage	23,939	1,262
<b>Closing Balance</b>	<b>105,918</b>	<b>140,737</b>

### Working Capital

Available working capital (unrestricted cash and investment assets, together with the working capital fund) was \$29.1m at the start of the year, including \$13.9m of 2010-11 committed expenditure.

The unrestricted cash at 31 December 2011 is \$15.5m. The restriction held by council are presently being reviewed and updated.

## Cash and Investments

The value of investment securities and deposit accounts at 31 December was \$139.1m. Year to date returns for the December quarter were 5.86%, which was higher than the benchmark of 4.96%, with Council investments mainly on term deposits. The year to date return excluding the unrealised losses on Blackrock Care and maintenance fund was 6.39% which again compares favourably to the benchmark.

Council's portfolio includes investments in managed funds which were permitted under the previous Minister's order, however are now held under the "grandfather" provisions of the current Ministers Order. The remaining WSC investments are held in the Blackrock Care and Maintenance Fund continue to be wound up progressively and are expected to be finalised by 2016.

### Investment performance

Year to date return interest only	5.86%
Year to date return interest and investments	5.35%
<b>Benchmark UBSA 90 days</b>	<b>4.96%</b>

### Cash and Investment balances

	<b>\$000</b>
Petty cash, unrepresented cheques	604
Closing Cash (physical)	984
Closing Investments	139,149
<b>Closing Cash and Investments per cash flow</b>	<b>140,737</b>

## Loans

Budgeted loans funds of \$18.6m will be drawn down prior to year end to meet capital cash flow requirements.

### Loans

	<b>Original Budget '\$000</b>	<b>Q2 Actual '\$000</b>
<b>Brought forward:</b>		
Current	10,818	10,818
Non current	179,444	179,444
Borrowing	18,600	-
Redemption	(10,000)	(5,170)
<b>Carried forward:</b>	<b>198,862</b>	<b>185,092</b>

## 5. Other Activities

### Material risks and liabilities

#### Risks

- The formation of the Central Coast Water Corporation and the signed Memorandum of Understanding sets out a phased program for the Wyong and Gosford Water Authorities to merge. This merger will alter Council's resourcing strategy and our ability to absorb fixed corporate overheads. Wyong Shire and Gosford City Councils have formed a project team to manage and minimise residual risk.
- 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.
- DECCW Wyong prosecution for illegal dumping in the past is still pending for Toukley and Mardi.
- 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.
- Development Assessment Contributions In-Kind received in advance.
- 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 \$16.9m. It should be noted, however, that this liability does not all fall due today, and relates to future development over a number of years.
- 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 RTA for the upgrade of Craigie Avenue and the Pacific Highway to the value of \$0.7m. This liability is to be paid off on an annual basis.
- Condition of Council's infrastructure and assets continues to have inherent future liabilities for renewal and maintenance.

## Legal Matters and Expenditure

Wyong Shire Council is currently party to proceedings in a number of Courts. Those proceedings include the following:

1. **Environment Protection Authority of NSW v Wyong Shire Council.** These proceedings were heard by the Land and Environment Court of NSW on 17 December 2010. As part of that sentence hearing the parties requested that the Court make orders that have the effect that Council pay any fine imposed by the Court to the Tuggerah Lakes Reserve Trust, to contribute to the funding of the Bush Regeneration and Weed Removal Project at the Pioneer Dairy Wetlands (South Tacoma Rd Vegetation Corridor and Tuggerah Creek). The Court has not delivered its judgment nor sentenced Council.
2. **Stannic Securities Pty Ltd v Wyong Shire Council.** These appeal proceedings in the Land and Environment Court of NSW were heard on 17 and 18 October 2011. Judgment was delivered on 9 December 2011. The Court upheld the appeal and the subject consent modified.
3. **The Dooralong Residents Action Group Pty Ltd v Wyong Shire Council & The Salvation Army (NSW) Property Trust** are proceedings in the Land and Environment Court seeking to challenge the validity of a consent granted by Council to a development application concerning land at Dooralong. The proceedings were heard on 25, 26 and 29 August 2011. Judgment was delivered on 20 December 2011, with the challenge to the validity of the consent being dismissed. The unsuccessful applicant has indicated an intention to appeal against the decision of the Land and Environment Court to the NSW Court of Appeal.
4. **Wyong Shire Council v Neumanns Contractors Pty Ltd.** These long running proceedings before the Supreme Court are complex and arise from the contract between Council and Neumanns for construction works at Council's former landfill site at Bateau Bay. On 17 December 2010 the Court delivered an interim judgment and made orders to the effect that \$839,808.53 was to be paid to Council by Neumanns, which Council has now recovered. The balance of the pending claims and cross-claims were referred to an Assessor appointed by the Court, who has delivered his assessment of those claims. The proceedings are next before the court for directions on 10 February 2012.
5. **Neumanns Contractors Pty Ltd v Wyong Shire Council.** These proceedings before the Supreme Court are also complex and also arise from the contract between Council and Neumanns for construction works at Council's former landfill site at Bateau Bay. The proceedings are next before the court for directions on 10 February 2012.
6. **Wyong Shire Council v Environmental Land Clearing Contracting Pty Ltd.** These proceedings are before the District Court of NSW and concern a contractual dispute with Environmental Land Clearing Contracting concerning works at Gwandalan.
7. **Mathew Lusted v Wyong Shire Council.** These proceedings are before the Land and Environment Court for a s.34AA conference hearing on 21 and 22 March 2012. The appeal is for the refusal of a DA for the demolition of existing dwelling and sheds and the removal of trees and the construction of two storey dwelling, shed and pool.
8. **Kevin Gregory v Wyong Shire Council.** These proceedings are before the Land and Environment Court via telephone directions hearing on 12 March 2012. The appeal is for the refusal of an application to modify a development consent.

9. Council is also the prosecutor in various criminal proceedings in the Local Court.

A number of Court proceedings have recently concluded including the following:

- **Sun City Property Group Pty Ltd v Wyong Shire Council** was an appeal in the Land and Environment Court against a condition imposed on a consent granted by Council. The proceedings were concluded at a s.34 conciliation conference on 3 February 2012, with the condition subject of the appeal being varied by agreement between the parties.
- **Calmsley Developments Pty Ltd v Wyong Shire Council** was an appeal in the Land and Environment Court against Council's refusal of a development application for the demolition of an existing dwelling and erection a three unit residential flat building. The proceedings were concluded at a s.34 conciliation conference on 8 February 2012, with conditional consent being granted to an amended form of the development application.

## Sponsorship and Funding arrangements

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

### The Entrance Town Centre Management

- Held Chromefest event with over 30,000 people in attendance
- Held Mardis Gras; considered best event for many years
- Held Mardis Gras Ball with over 200 in attendance
- Actively participated in the extension of the boardwalk project
- Farmers Markets continue to be successful
- Planning for major Country Music event
- Secured State Lawn Bowls event for The Entrance
- Christmas Carols held on 24<sup>th</sup> December with over 10,000 people in attendance

### Greater Toukley Vision

- Hosted section of Chromefest event
- Lighting of Christmas Tree 2,000 people in attendance
- Continue to address Graffiti removal and undertake landscape works within Town centre
- Held Network night with over 80 businesses in attendance

### Wyong Regional Chamber of Commerce

- Held Wyong Chamber Business awards
- Held networking event; NSW Business Chamber
- Christmas Carols in Park held in December

### Central Coast Tourism (CCTI)

- Secured two major new events for the region, including the NSW Senior Rugby Union Championships and the SEGRA conference 2012- both bids lead by Central Coast Tourism.
- Nine applications for tourism product development funding endorsed by CCTI board for \$250,000 in grants, several of which are for projects in Wyong Shire including Norah Head Lighthouse, Central Coast Wetlands and Pioneer Dairy, Lakes Beach Disability Project and Central Coast Ecotours (Forest of Tranquillity). Awaiting final approval from Destination NSW before announcements in January.
- [www.visitcentralcoasttourism.com.au](http://www.visitcentralcoasttourism.com.au) now registering approx 15,000 visitors monthly due to digital marketing activity with google adwords.
- [www.ourcentralcoast.tv](http://www.ourcentralcoast.tv) launched for the summer season. YouTube channel to showcase the best of the Coasts' experiences.



- Finalised draft of The Entrance Tourism and Economic Development Plan and presented to Council staff.
- Assisting with sale of "amazement" iconic Wyong Shire tourism product.
- Finalised "Get out of Sydney" destination marketing campaign promoting short breaks from Sydney.
- Promoted the Central Coast at key trade events including the Australian Business Events Expo and Australian Tourism Export Council Meeting Place.
- Finalised Sydney Surrounds international marketing brochure promoting greater Sydney regions to inbound tour operators.
- Appointed Australian Attractions Group to represent the region in international markets.
- Continued to work with Optus and AD IQ on mobile concierge smart phone ready software package.
- Continued to work on Disability Tourism Precinct.
- Conducted inspections and negotiated rates with Camp Breakaway to host Japanese inbound school groups.

### Business Enterprise Centre

- Assisted with securing SEGRA Conference
- Continued involvement in securing NBN
- Conduct monthly forums that highlight significant topics that impact the Central Coast
- Details of Sponsorship funding and donations made for the quarter are as follows:

#### Sponsorship funding and donations

<i>Details</i>	<i>Amount \$ 000</i>
Central Coast Tourism Inc	38
Regional Economic Development & Employment Strategy (REDES)	25
Central Coast Mariners	25
The Entrance New Years Eve & Carols by Candle Light	13
Councillor Community Improvement Grants	23
Community Financial Support	45
Toukley TCM (including event support)	77
Wyong TCM (including event support)	20
The Entrance TCM	471
Community Tipping Subsidies	39
Sport & Cultural Sponsorships	8
Community Group Rental Subsidies	4
Lakes Beach Surfclub roof repairs	44
Other	11
<b>TOTAL</b>	<b>843</b>

## Material contracts

The following major contracts were tendered and let in the second quarter:

### Contracts

<i>Contract #</i>	<i>Contractor</i>	<i>Details</i>	<i>Amount</i>
CPA/188604	Parsons Brinkerhoff Australia	Concept & Detailed Design for Augmentation of Wyong South Sewage	\$ 633,830
CPA/197481	Australian Tourist Park Management P/L	Operation & Management of Council's Four Holiday Parks	\$ 2,325,998
CPA/196431	Newcastle Security	Provision of Security Services various Council facilities and The Entrance Town Centre	\$ 410,000
CPA/196431	Evolution Security	Provision of Security Services various Council facilities and The Entrance Town Centre	\$ 164,450
CPA/157337	Arogen Pty Ltd	Replace existing water main Pollock Ave Wyong	\$ 316,405
CPA/201014	GHD Pty Ltd	Design of new Waste Cell at Buttongery Waste Facility	\$ 157,900
CPA/202812	Pricewaterhouse Coopers	Central Coast Water Corporation Cost Benefit Analysis	\$ 376,763
CPA/147661	Fulton Hogan Pty Ltd	Asphaltic Concrete Heavy Patching Works (Contract Extension to March 2012)	\$ 1,000,000
CPA/147662	Fulton Hogan Pty Ltd	Asphaltic Concrete Works (Contract Extension to March 2012)	\$ 1,500,000
CPA/147664	Gosford City Council	Spray of Bituminous Surfacing Works (Extend contract by one year)	\$ 1,500,000
CPA/190437	Transpacific Industrial Solutions Pty Ltd	Sludge dewatering No.2 Sludge lagoon Charmhaven and No.1,2 and 3 Manning Park STP	\$ 195,252
CPA/200851	Road Signs and Marking Supplies Pty Ltd	Supply and Delivery of Traffic Control Equipment and Signage	\$ 199,209
CPA/201208	ADZ Cleaning Services Pty Ltd	Provision of Cleaning Services 2011	\$ 235,000
CPA/201362	Australian Water Holdings Nasr Group, Worley Parsons	Project Management Services - Primary panel	
CPA/203090	BCP Precast Pty Ltd	Supply and Delivery of Various Steel Reinforced Concrete Bases for Goorara Ave San Remo	\$ 148,500
CPA/163632	Stabilised Pavements Australia	In Situ Stabilisation (Extension of Contract to 31 Oct 2012)	\$ 3,000,000
CPA/149649	Riverdine Nurseries Pty Ltd	The collection, propagation and supply of provance seed (Extension of Contract to 31 March 2013)	\$ 297,931
F2008/02393	CapGemini Australia Pty Ltd	IT Services (Extension of Contract for 57 months)	\$ 8,941,000

## Grants Received

The following grants were received during the second quarter:

### Grants

Details	Amount \$'000
Pensioner Rates Subsidies	3,361
Estuary Management Plan	3,000
Financial Assistance Grant - Equalisation Component	1,781
Surf Club Upgrade - Dept of Infrastructure, Transport, Regional Develop	750
NSW Rural Fire Service	427
Financial Assistance Grant - Local Road Component	385
Regional and Local Community Infrastructure Rd 3	330
Roads to Recovery	319
Special Needs Subsidy & DOCS	96
Strengthening Communities	89
Small Projects Incentives 2011/12 - CMA	53
Joint Scheme WSC & GCC	53
Speech Therapist - Dept of Health	41
RTA Grants	33
Blue Haven Crime Prevention	30
Mardi Dam to Mangrove Dam Pipeline Link	28
Employment & Training	25
PaCE Indigenous Education	19
Wyong Employment Zone & Warnervale Town Centre Bio certification	15
HACC Service Worker	9
Coastline Management Plan - NSW Dept of Natural Resources	5
Community and Cultral Development	1
<b>Total</b>	<b>11,697</b>

# Attachment 1 financial statements by fund



## PROFIT & LOSS - BY FUND DECEMBER 2011-12

YTD % Elapsed: 50%

	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 Budget	Adopted Budget	Actual	Actual	Adopted Budget	Adopted Budget	Actual	Actual	Adopted Budget	Adopted Budget	Actual	Actual	Adopted Budget	Adopted Budget
	2011	2012	2012	2012	2011	2012	2012	2012	2011	2012	2012	2012	2011	2012	2012	2012
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
<b>INCOME from continuing operations:</b>																
<b>Revenues</b>																
Rates & Annual Charges	119,622	128,855	129,587	129,238	80,214	87,015	86,971	87,114	13,605	15,168	15,620	15,620	25,803	26,671	26,996	26,504
User Charges & Fees	53,712	26,555	29,596	61,013	32,052	15,025	16,847	34,849	20,374	11,112	11,998	24,674	1,286	418	751	1,490
Interest and Investment Revenue	8,906	4,369	3,606	7,211	4,228	2,344	1,870	3,742	2,190	1,520	834	1,666	2,488	504	902	1,803
Other	2,680	1,549	1,217	2,445	2,175	1,391	938	1,892	331	113	189	374	174	45	90	179
Grants & Contributions Operating	23,547	13,687	13,609	27,285	21,923	12,262	12,053	25,045	961	762	857	1,540	663	663	699	699
Grants & Contributions Capital	43,405	4,824	7,379	18,519	12,074	3,865	3,344	6,418	30,525	819	3,228	8,666	806	140	807	3,435
Gain from the Disposal of Assets	495	535	186	410	492	535	186	410	3	(0)	(0)	(0)			(0)	
<b>Total Income from continuing operations</b>	<b>252,366</b>	<b>180,374</b>	<b>185,181</b>	<b>246,122</b>	<b>153,158</b>	<b>122,438</b>	<b>122,210</b>	<b>159,471</b>	<b>67,989</b>	<b>29,496</b>	<b>32,726</b>	<b>52,540</b>	<b>31,219</b>	<b>28,441</b>	<b>30,245</b>	<b>34,110</b>
<b>EXPENSES from continuing operations:</b>																
Employee Costs	74,876	35,321	37,699	80,355	60,852	28,276	30,225	65,644	6,979	3,321	3,599	7,096	7,045	3,724	3,874	7,614
Borrowing Costs	12,259	6,764	6,458	14,012	1,745	112	99	1,398	9,161	6,028	5,599	11,107	1,354	624	760	1,507
Materials and Contracts	43,830	19,344	20,846	57,664	19,031	7,253	8,750	32,042	13,312	6,861	7,043	15,182	11,487	5,230	5,053	10,440
Depreciation	53,594	27,919	27,920	56,509	25,480	13,172	13,541	27,289	14,072	7,465	7,140	14,628	14,043	7,281	7,239	14,592
Other	39,778	17,379	17,101	34,124	35,587	15,765	15,276	28,128	1,869	767	762	3,873	2,322	848	1,062	2,124
Loss from the Disposal of Assets	1,988	89		420	347	89		420	1,641	0		0	0	0		0
<b>Total expenses from continuing operations</b>	<b>226,326</b>	<b>106,815</b>	<b>110,023</b>	<b>243,084</b>	<b>143,041</b>	<b>64,667</b>	<b>67,891</b>	<b>154,921</b>	<b>47,034</b>	<b>24,441</b>	<b>24,144</b>	<b>51,886</b>	<b>36,251</b>	<b>17,707</b>	<b>17,988</b>	<b>36,277</b>
<b>NET OPERATING RESULT FOR YEAR</b>	<b>26,041</b>	<b>73,558</b>	<b>75,158</b>	<b>3,038</b>	<b>10,117</b>	<b>57,771</b>	<b>54,319</b>	<b>4,551</b>	<b>20,956</b>	<b>5,054</b>	<b>8,582</b>	<b>654</b>	<b>(5,032)</b>	<b>10,734</b>	<b>12,257</b>	<b>(2,167)</b>
<b>Net operating result before capital grants and contributions</b>	<b>(17,364)</b>	<b>68,734</b>	<b>67,779</b>	<b>(15,482)</b>	<b>(1,957)</b>	<b>53,905</b>	<b>50,975</b>	<b>(1,867)</b>	<b>(9,569)</b>	<b>4,235</b>	<b>5,354</b>	<b>(8,012)</b>	<b>(5,838)</b>	<b>10,594</b>	<b>11,450</b>	<b>(5,602)</b>
Attributable to:																
WYONG SHIRE COUNCIL	26,041	73,558	75,158	3,038	10,117	57,771	54,319	4,551	20,956	5,054	8,582	654	(5,032)	10,734	12,257	(2,167)
<b>Statement of comprehensive Income</b>																
Adjustments to Revaluation reserve	(80,406)	(362)			(53,182)	0			(15,001)	(362)			(12,223)			
Movements per Balance sheet	106,446	73,920	75,158	3,038	63,299	57,771	54,319	4,551	35,957	5,416	8,582	654	7,191	10,734	12,257	(2,167)

## Attachment 2 balance sheet by fund

### Wyong Shire Council Balance sheet by fund DECEMBER 2011-12

YTD % Elapsed: 50.00%

	CONSOLIDATED				GENERAL			WATER			SEWER		
	YTD			FYR Adopted Budget	YTD		YTD Move	YTD		YTD Move	YTD		
	Actual 2011 \$'000	Actual 2012 \$'000	YTD Move \$'000		Actual 2011 \$'000	Actual 2012 \$'000		Actual 2011 \$'000	Actual 2012 \$'000		Actual 2011 \$'000	Actual 2012 \$'000	YTD Move \$'000
<b>CURRENT ASSETS</b>													
Cash & cash equivalents	51,798	91,189	39,391	44,210	51,798	92,965	41,167	0	(934)	(934)	0	(842)	(842)
Investment Securities	69,448	34,000	(35,448)	61,707	3,387	(19,151)	(22,538)	39,152	23,648	(15,504)	26,909	29,503	2,594
Receivables	35,979	88,692	52,713	31,588	14,104	53,067	38,963	19,038	21,039	2,001	2,843	14,586	11,743
Inventories	2,087	2,041	(46)	2,169	1,695	1,649	(46)	392	392	0	0	0	0
Other	366	0	(366)	414	365	0	(365)	1	0	(1)	0	0	0
<b>TOTAL CURRENT ASSETS</b>	159,678	215,922	56,244	140,088	71,349	128,530	57,181	58,583	44,145	(14,438)	29,752	43,247	13,495
<b>NON-CURRENT ASSETS</b>													
Investment Securities	16,992	15,734	(1,258)	0	16,992	15,734	(1,258)	0	0	0	0	0	0
Receivables	1,422	1,308	(114)	0	827	767	(60)	553	541	(12)	41	0	(41)
Inventories	0	0	0	0	0	0	0	0	0	0	0	0	0
Intangible Assets	2,516	2,065	(451)	3,266	1,826	1,499	(327)	433	355	(78)	257	211	(46)
Infrastructure, Property, Plant & Equipment	2,037,332	2,038,190	858	2,005,089	837,935	839,876	1,941	789,906	793,228	3,322	409,491	405,086	(4,405)
<b>TOTAL NON-CURRENT ASSETS</b>	2,058,262	2,057,297	(965)	2,008,355	857,580	857,876	296	790,892	794,124	3,232	409,789	405,297	(4,492)
<b>TOTAL ASSETS</b>	2,217,940	2,273,219	55,279	2,148,443	928,929	986,406	57,477	849,475	838,269	(11,206)	439,541	448,544	9,003
<b>CURRENT LIABILITIES</b>													
Payables	46,989	33,901	13,088	42,655	26,717	26,905	188	17,406	5,220	12,186	2,874	1,776	1,098
Borrowings	10,818	10,818	0		854	854	0	8,725	8,725	0	1,239	1,239	0
Provisions	28,742	28,846	104	34,452	24,081	24,186	105	2,070	2,070	0	2,590	2,590	0
<b>TOTAL CURRENT LIABILITIES</b>	86,549	73,565	12,984	77,107	51,652	51,945	293	28,201	16,015	12,186	6,703	5,605	1,098
<b>NON-CURRENT LIABILITIES</b>													
Payables	52	0	52		52	0	52	0	0	0	0	0	0
Borrowings	179,444	174,274	5,170	200,439	2,495	2,253	242	159,854	155,536	4,318	17,094	16,485	609
Provisions	50,528	50,528	0	30,986	49,640	49,640	0	441	441	0	446	446	0
<b>TOTAL NON CURRENT LIABILITIES</b>	230,024	224,802	5,222	231,425	52,187	51,893	294	160,295	155,977	4,318	17,540	16,931	609
<b>TOTAL LIABILITIES</b>	316,573	298,367	18,206	308,532	103,839	103,838	1	188,496	171,992	16,504	24,243	22,536	1,707
<b>NET ASSETS</b>	1,901,367	1,974,852	73,485	1,839,911	825,090	882,568	57,478	660,979	666,277	5,298	415,298	426,008	10,710

## Attachment 3 cash flow statement

Wyong Shire Council  
**Cash flow statement**  
 DECEMBER 2011-12

YTD % Elapsed: 50.00%

	CONSOLIDATED			
	YTD	YTD	YTD	FY
	Actual	Actual	Original	Original
2011	2012	2012	2012	
	\$'000	\$'000	\$'000	\$'000
<b>OPERATING ACTIVITIES</b>				
<b>Receipts</b>				
Receipts from customers	169,766	101,536	109,772	190,543
Interest Revenue	8,737	2,478	3,876	7,751
Grants & Contributions	51,699	24,427	26,028	45,183
Other Revenue	16,754	(1,592)	1,217	2,445
<b>Payments</b>				
Employee costs	(75,724)	(35,016)	(39,094)	(80,304)
Materials & Contracts	(34,848)	(30,170)	(29,196)	(56,581)
Interest Expense	(10,649)	(8,262)	(7,058)	(14,012)
Other Expense	(42,819)	(17,760)	(20,399)	(38,375)
<b>Net cash from Operating Activities</b>	<b>82,916</b>	<b>35,641</b>	<b>45,146</b>	<b>56,650</b>
<b>INVESTING ACTIVITIES</b>				
<b>Receipts</b>				
Sale of IPP&E	1,392	711	0	0
<b>Payments</b>				
Purchase of IPP&E	(89,155)	(28,682)	(36,504)	(73,007)
<b>Net cash from Investing Activities</b>	<b>(87,763)</b>	<b>(27,971)</b>	<b>(36,504)</b>	<b>(73,007)</b>
<b>FINANCING ACTIVITIES</b>				
Net movement in Borrowings	15,742	(5,170)	(4,925)	8,275
Dividends	0	0	0	0
<b>Net cash from Investing Activities</b>	<b>15,742</b>	<b>(5,170)</b>	<b>(4,925)</b>	<b>8,275</b>
Net increase/decrease in cash/investments held	<b>10,895</b>	<b>2,500</b>	<b>3,717</b>	<b>(8,082)</b>
Cash & Investments at beginning of period	127,342	138,237	114,000	114,000
Cash & Investments at end of period	<b>138,237</b>	<b>140,737</b>	<b>117,717</b>	<b>105,918</b>

Wyong Shire Council  
**Business activities**  
 DECEMBER 2011-12

*YTD % Elapsed:* **50.00%**

	Waste Management				Holiday Parks				Child & Education Care			
	Last Year Total Actuals € 000's	YTD Actuals \$ 000's	YTD Adopted Budget € 000's	FYR Adopted Budget € 000's	Last Year Total Actuals € 000's	YTD Actuals \$ 000's	YTD Adopted Budget € 000's	FYR Adopted Budget € 000's	Last Year Total Actuals € 000's	YTD Actuals \$ 000's	YTD Adopted Budget € 000's	FYR Adopted Budget € 000's
<b>Income from Continuing Operations</b>												
Rates & Annual Charges	21,649	26,366	26,349	26,401								
User Charges & Fees	10,269	4,999	6,235	13,014	8,448	4,086	4,314	8,680	3,946	2,033	2,238	4,301
Interest and Investment Revenue	123	68	57	115								
Other Revenues	259	134	142	285					1	1	15	30
Grants & Contributions Operating	652	734	667	667					492	261	272	543
Grants & Contributions Capital					1							
Gain from the Disposal of Assets												
<b>Total Income from Continuing Operations</b>	<b>32,952</b>	<b>32,301</b>	<b>33,450</b>	<b>40,481</b>	<b>8,449</b>	<b>4,086</b>	<b>4,314</b>	<b>8,680</b>	<b>4,439</b>	<b>2,295</b>	<b>2,524</b>	<b>4,874</b>
<b>Expenses from Continuing Operations</b>												
Employee Costs	1,318	746	758	1,512	226	99	97	190	3,734	1,902	2,135	4,000
Borrowing Costs	210		600	1,200	111	46	97	194				
Materials & Contracts	11,239	3,471	5,056	16,392	3,426	2,085	2,390	4,834	1,101	551	621	1,242
Depreciation	1,909	908	1,350	2,699	930	579	577	1,233	164	58	65	129
Other Operating Expenses	10,723	5,828	5,464	11,031	2,677	1,396	1,467	2,911	99	37	47	94
Loss from the Disposal of Assets												
<b>Total Expenses from Continuing Operations</b>	<b>25,400</b>	<b>10,953</b>	<b>13,228</b>	<b>32,834</b>	<b>7,370</b>	<b>4,205</b>	<b>4,629</b>	<b>9,363</b>	<b>5,098</b>	<b>2,549</b>	<b>2,869</b>	<b>5,466</b>
<b>Net Operating Result for Year</b>	<b>7,553</b>	<b>21,348</b>	<b>20,222</b>	<b>7,647</b>	<b>1,079</b>	<b>(119)</b>	<b>(315)</b>	<b>(682)</b>	<b>(659)</b>	<b>(254)</b>	<b>(345)</b>	<b>(592)</b>
Tax Equivalent Regime Payments	63				321				218			
<b>Net Operating Result Before Capital Grants and Contributions and after TER's</b>	<b>7,490</b>	<b>21,348</b>	<b>20,222</b>	<b>7,647</b>	<b>756</b>	<b>(119)</b>	<b>(315)</b>	<b>(682)</b>	<b>(877)</b>	<b>(254)</b>	<b>(345)</b>	<b>(592)</b>



## Attachment 5 Capital Expenditure Projects

Service	YTD Actuals	YTD Adopted Budget	YTD Variance	Full Year Adopted Budget	Full Year Original Budget
<b>A100.General Manager</b>					
C100.General Manager-Mgt	1,800	0	(1,800)	0	0
<b>Total A100.General Manager</b>	<b>1,800</b>	<b>0</b>	<b>(1,800)</b>	<b>0</b>	<b>0</b>
<b>A200.Corporate Services</b>					
C220.Finance Operations	0	0	0	250,000	250,000
C234.Civic Centre	19,012	155,000	135,988	924,000	924,000
C240.Information Management - Mgt	(7,382)	0	7,382	0	0
C241.Information Management	0	0	0	500,000	500,000
C254.Staff Learning & Development	29,301	100,000	70,699	325,000	325,000
C274.Property	1,055,399	1,218,000	162,601	1,898,000	1,070,000
C282.Continuous Improvement Program	0	50,000	50,000	300,000	300,000
<b>Total A200.Corporate Services</b>	<b>1,096,330</b>	<b>1,523,000</b>	<b>426,670</b>	<b>4,197,000</b>	<b>3,369,000</b>
<b>A300.Environment &amp; Planning</b>					
C301.Place Management	(165)	0	165	0	0
C303.Town Centre Management	7,902	170,000	162,098	236,000	236,000
C304.Major Development Assessment	0	0	0	0	0
C307.EPS Major Project Mgt	387,441	826,160	438,719	2,836,919	2,820,419
C308.Assessing and Maintaining the Natural Environment	598,577	656,000	57,423	656,000	0
C330.Animal Care Facility	(121)	0	121	0	0
C340.Ranger Services	48,727	130,000	81,273	150,000	150,000
<b>Total A300.Environment &amp; Planning</b>	<b>1,042,361</b>	<b>1,782,160</b>	<b>739,799</b>	<b>3,878,919</b>	<b>3,206,419</b>
<b>A401.Infrastructure Management Department</b>					
C400.Roads	5,260,609	7,897,445	2,636,836	22,523,437	21,222,715
C401.Footpaths and Shared Pathways	145,074	(15,000)	(160,074)	1,547,000	1,562,000
C405.Roadside inventory	1,862	11,666	9,804	85,000	85,000
C407.Off-Street Carparks	(1,222)	0	1,222	0	0
C420.Stormwater (Water & General Fund)	3,179,166	2,056,415	(1,122,751)	6,187,907	5,704,000
C430.Asset Management	330	0	(330)	0	0
C432.Floodplain Management	245	0	(245)	0	0
C465.Depots & Sites	8,044	300,000	291,956	300,000	300,000
C475.Plant/Mobile Equip & Vehicles	1,262,569	2,026,000	763,431	5,176,000	5,176,000
C573.Emergency Services	73,553	807,716	734,163	1,425,500	1,425,500
C587.Procurement	681	120,000	119,319	120,000	120,000
C700.Closed Landfill Remediation	698,586	1,101,903	403,317	4,843,395	4,405,000
C705.Waste Management Facility	112,617	326,417	213,800	1,610,319	1,540,001
C800.Water **	7,168,518	11,669,127	4,500,609	21,969,745	21,969,745
C900.Sewerage Services	2,830,302	2,872,500	42,198	16,685,850	16,685,850
<b>Total A401.Infrastructure Management Department</b>	<b>20,740,934</b>	<b>29,174,189</b>	<b>8,433,255</b>	<b>82,474,153</b>	<b>80,195,811</b>
<b>A402.Community &amp; Recreation Services Department</b>					
C221.Communications	10,315	0	(10,315)	0	0
C413.Community Engagement - Mgt	44	0	(44)	0	0
C413.Community Engagement	0	37,500	37,500	75,000	75,000
C501.Community & Cultural Planning	0	50,000	50,000	200,000	150,000
C502.Community & Cultural Development Programs	57	0	(57)	0	0
C504.Community Infrastructure	614,805	833,691	218,886	1,018,693	613,000
C521.Developed Open Space Operations	7,677	2,040	(5,637)	2,040	0
C532.Open Space & Rec Planning, Design & Development	1,969,852	2,323,971	354,119	2,687,690	160,002
C538.Leisure and Tourist Facilities	2,339,596	3,266,529	926,933	6,325,800	2,329,500
C550.Care & Education	13,630	29,921	16,291	59,000	59,000

## Attachment 6 - Proposed Budget Variations

QUARTER 2 RECOMMENDED BUDGET VARIATIONS	\$000's	\$000's	\$000's	\$000's	\$000's
	Increase/ (Decrease)	Increase/ (Decrease)	Increase/ (Decrease)	Increase/ (Decrease)	Fav/ (Unfav)
<b>CURRENT OPERATING RESULT 11/12</b>					<b>(15,482)</b>
	CAPITAL		OPERATING		P&L IMPACT
DESCRIPTION	REVENUE	EXPENDITURE	REVENUE	EXPENDITURE	NET P&L Impact
Land Use Planning studies, Settlement Strategy \$28K, Ourimbah Varsity Strategy \$38k and Wyong Employment Zone/Warnervale Town Centre Biocertification \$41k. These projects were funded in 2010/11 and internally restricted, however omitted from the carry forward process.	0	0	0	107	(107)
Identified savings in training, leadership and study assistance costs across Council				(338)	338
Dredge Haul out (Nth Entrance) budget not required in 2011/12.				(27)	27
Identified various salary and wage budget savings across Council				(700)	700
Increase in interest income on investments and outstanding rates/charges			200		200
Water modelling predicted an increase in water sales of 8% following the relaxing of water restrictions. Due to a very wet summer, water sales have not reached this projection. Reduction in electricity costs across the water program due to reduced demand			(1,000)	(400)	(600)
Reduction in property valuation/consultant budgets. Increase in commercial rental income.			150	(200)	350
Original budget for hand held devices was included as a capital purchase, however this included licencing and maintenance fees. (Budget alignment to reflect operating component).	0	(50)	0	50	(50)
Remuneration market reporting (Mercer, Mastertak) removed as incorrectly identified in the original budget as capital expenditure.	0	(23)	0	0	0
Estuary Management Plan - Holiday Pk funded projects, budget alignment to reflect operating and capital type works following cluster plan approval. Total budget \$1.1M	0	(166)	38	204	(166)
Koowong Rd Jetty, Gwandalan (Capital) - budget alignment to reflect capital works.	0	85	0	(85)	85
Wyong Swimming Pool grandstand works (Capital) - Original funds allocated as operating, budget alignment to reflect capital works.	0	60	0	(60)	60
Transfer identified savings from surfclub construction to Lakes Surf Club as a contribution to roof repairs.	0	(48)	0	48	(48)

QUARTER 2 RECOMMENDED BUDGET VARIATIONS (cont.)	\$000's	\$000's	\$000's	\$000's	\$000's
	Increase/ (Decrease)	Increase/ (Decrease)	Increase/ (Decrease)	Increase/ (Decrease)	Fav/ (Unfav)
	CAPITAL		OPERATING		P&L IMPACT
DESCRIPTION	REVENUE	EXPENDITURE	REVENUE	EXPENDITURE	NET P&L Impact
<b>NIL IMPACT TO P&amp;L ADJUSTMENTS</b>					
New grants Roads and Maritime Services Blackspot (Hope/Anzac ave)	24	24		0	0
Yarramolong Rd - Agreement with M2M pipeline project to fund \$4.12M emergency and road restoration work. \$2.045M was undertaken in 2010/11, remaining \$2.075M to be completed in 2011/12 (\$1.15 Capital and \$925K operating).	1,150	1,150	925	925	0
Complete DA Documentation (stages E - G) contract for The Art House. No budget has been allocated in 2011/12, funding was allocated in 2009/10 and 2010/11 however unspent portion omitted from carry forwards. (Funded from s94 \$215K, Reserves \$250k and balance from trading capital)	0	719	0	0	0
Expand Mannering Park Foreshore upgrade to include improved beach access and upgrade reserve facilities. Funding from external restriction-Lake Macquarie Catchment Authority. (Original work completed in 2010/11 \$108k, no 2011/12 budget).	0	30	0	0	0
Identified savings in training room upgrade budget (\$100K Capital Works project)	0	(40)	0	0	0
Additional Grant funding for Bush Fire works	0	0	53	53	0
<b>TOTAL Fav/(Unfav)</b>	<b>1,174</b>	<b>(1,742)</b>	<b>366</b>	<b>(423)</b>	<b>789</b>
<b>FULL YEAR PROJECTED OPERATING RESULT</b>					<b>(14,693)</b>

## Attachment 7

### Progress on Principal Activities

	Action Time Frame	YTD Progress Q2	Comments Q2	
<b>Principal Activity 1- Community &amp; Education</b>				
<b>1.1 Community and Cultural Development</b>	<b>1.1.1 Community Facilities Management</b>			
	Community facilities are clean and safe with a 10% increase in utilisation over 2010/11	11/12	On Track	Utilisation rates are now being tracked. Early indications show an overall increase in utilisation across the Community Facilities portfolio. Facilities are clean and safe. Work also continues on the development of the Community Facilities Strategy which has included the development of a centralised database for asset management and an ability to track utilisation rates for council managed facilities.
	<b>1.1.2 Cultural Centre</b>			
	Preparation of Art House design, documentation, and stakeholder development	1 Year	On Track	Round 2 RDA funding Expression of interest completed for The Art House project. The Regional Cultural Strategy has been updated with a final draft version provided to both Wyong & Gosford Council's.
	<b>1.1.3 Cemeteries</b>			
	Adoption of Cemeteries Plan by December 2011	11/12	On Track	Review of the Draft Cemeteries Plan of Management due for completion by June 2012
	Expand provision of cemetery services	4 years	On Track	To be considered as part of the Plan of Management for Cemeteries
	Feasibility study for the formation of a Wyong Shire crematorium facility	4 years	On Track	Staff have attended Annual Cemeteries Conference and site visits of South Australian Crematoriums as part of the feasibility study
	<b>1.1.4 Community and Cultural Planning</b>			
	Adoption of Community Facilities Strategy by June 2012	11/12	On Track	Work has continued on the operational and strategic review of Community facilities including review of fees and charges and operational policies. This has included an audit of current community facilities reviewing key issues, opportunities and challenges.
Adoption of Learning Community Strategy by February 2012	11/12	On Track	A final engagement phase occurred via attendance and surveys at Kids Day Out with over 50 people participating in surveys. Data has now been collated for assessment. All research and benchmarking has now been completed with the next stage to involve developing the final report and action plan. Discussions have been held with RDA and Gosford Council regarding the establishment of a Regional Learning Board.	
Increase revenue via community facilities review which may include: reduction of existing buildings, increased fees & charges, improved maintenance planning, increased grant funding opportunities	4 years	On Track	Further analysis of fees and charges has occurred in discussion with Finance to commence work to ascertain true operating costs and subsidies for our facilities. This information will be included in the Community Facilities review for consideration/recommendation.	

	Action Time Frame	YTD Progress Q2	Comments Q2	
<b>Principal Activity 1- Community &amp; Education</b>				
<b>1.1 Community and Cultural Development</b>	<b>1.1.5 Community Programs</b>			
	20 community and cultural programs conducted each year	11/12	On Track	Term 4 NGURA completed at Gorokan High which concluded with a family camp held at Camp Toukley. The Lakeside Art Creative Enterprise project was launched. Staff have attended/participated in the following events; White Ribbon Day, Multicultural Expo, Stay Safe at the Beach, Carers Week, Kids Day Out, Flora Festival, Splinters and Threads
	6 new asset based local community development programs/projects commenced	11/12	On Track	Key Community Development programs have included: Multicultural Expo, Splinters and Threads and NGURA Term 4/ Family Camp
	<b>1.1.6 Community Committee</b>			
	5% increase in participation by Precinct Committees	11/12	On Track	Training and Information workshop held for Precinct committee Members
	<b>1.1.7 Events</b>			
	Two event / grants community workshops undertaken	11/12	On Track	Staff have been preparing for a grants workshop to be held in February 2012.
	<b>1.1.8 Community Education</b>			
Attitudinal and behaviour change of 25% (pre and post survey) via community education programs	11/12	On Track	Primary School Environment Program Awards ceremony held with over 21 schools participating in the program with this years theme- Wipe out waste. All schools recorded greater than 25% attitude change post participation in this program. Other education activities have included: media on speeding in back streets, towing a trailer, double demerit points. Traffic Offender and Learner driver workshop also held during this period.	

	Action Time Frame	YTD Progress Q2	Comments Q2	
<b>Principal Activity 1- Community &amp; Education</b>				
<b>1.2 Community Buildings</b>	<b>1.2.1 Depot - Long Jetty</b>			
	Apply for Office of Environment & Heritage, Local Council Waste and Sustainability Improvement Payments funding to address the environmental issues surrounding the bulk material storage compound at Long Jetty Depot. Scope and design currently being prepared.	4 years	On Track	The initial application was unsuccessful and has been resubmitted as part of the capital works submission for 2012/2013.
	<b>1.2.2 Community Buildings Asset Supplier Services</b>			
	85% of service requests being assessed within timeframes	11/12	On Track	Currently sitting at 97%.
	Condition of all community buildings / infrastructure meets statutory requirements	11/12	On Track	All inspections have now been undertaken and resources are being allocated to the removal of redundant items to reduce ongoing maintenance costs
	Proactive maintenance and inspection schedule developed by June 2012	11/12	On Track	All but two buildings had their annual inspection carried out and defects identified are now programmed into a four year work program.
	<b>1.2.3 Public Toilets</b>			
Review toilet block operations (planning, standards, cleaning & operating times)	1 Year	On Track	Refurbishment and defect rectification works commenced and on schedule. New workplace agreement developed. Research undertaken into the standard design for both layout and standardisation of sanitary fittings.	
<b>1.3 Community Engagement</b>	<b>1.3.1 Communications</b>			
	Communications and Branding Strategy completed by June 2012	11/12	On Track	Scoping complete. Internal Communications Framework drafted for review with Executive Team.
	Investigate advertising potential for website and other council facilities	4 years	On Track	Preliminary research underway with website review.
	<b>1.3.2 Community Engagement</b>			
	80% level of satisfaction with engagement advice and guidance provided	11/12	On Track	Survey planned for April 2012
	Develop enhanced engagement activity and reporting, with an e-consultation strategy	4 years	On Track	Increase reach in activity with online engagement during the quarter using Twitter and Facebook, in particular 35-44 age bracket. Revision of policy and framework from Precinct Committees and staff feedback was completed. Resident e-Panel recruitment continuing.
	<b>1.3.4 Customer Contact</b>			
75% of residents satisfied with information on Council services and activities	11/12	On Track	Community Survey scheduled for March 2012	
Implement priority actions of the Customer Service Charter by the due dates	11/12	On Track	Work commenced on draft Customer Relations Strategy.	

	Action Time Frame	YTD Progress Q2	Comments Q2	
<b>Principal Activity 1- Community &amp; Education</b>				
<b>1.4 Community Lifelong Learning</b>	<b>1.4.1 Library Services</b>			
	Average of 7.2 library loans per annum for each Shire resident	11/12	On Track	The loans per capita for the second quarter have not increased, leaving the projection at 6.7. During 2012 the library service will launch the National Year of Reading and implement a series of promotions and programs aimed at increasing the number of readers and the number of items loaned in our Shire. At risk if numbers do not increase in the next quarter.
	Explore partnership opportunities with developers to enhance library services	4 years	On Track	Discussions have continued for the future development of libraries as part of voluntary planning agreements associated with developments.
	Library usage statistics show a 10% increase from 2010/11	11/12	On Track	Overall we are increasing usage. The number of people through the doors of the library has increased, and the number of people using public computers has also increased. The numbers of items circulated has dropped, but this has been offset by a much higher number of patrons attending library programs.
	<b>1.4.2 Vacation Care</b>			
	Utilisation targets for each vacation care program met	11/12	On Track	The utilisations for each Vacation Care Centre are below budgeted amounts. The pre-bookings for the summer period have indicated higher utilisations will be achieved during January. Alternative programming has been planned for the summer period . At risk if numbers do not increase in the next quarter.
	<b>1.4.3 Partnered Learning Provision</b>			
Raise the profile of Wyong Shire as a learning community through effective collaboration and partnership with peak bodies for learning provision, including the University of Newcastle, public and private schools, TAFE, associations and State and Federal levels of government.	4 years	On Track	Discussions have commenced with Hunter Central Coast Lifelong Learning Network which Wyong Council is now a member of. A learning festival hosted by the Network at the Ourimbah TAFE campus in 2012 is being considered.	



	Action Time Frame	YTD Progress Q2	Comments Q2	
<b>Principal Activity 2- Community Recreation</b>				
<b>2.1 Open Space</b>	<b>2.1.4 Open Space - Asset Supplier Services</b>			
	85% of service requests being assessed within timeframes	11/12	Not on Track	Currently sitting at 77%. Due to staff leave a number of tree requests went overdue, the average of these overdue requests was less than 3 days.
	Community satisfaction for parks, reserves and sports fields is 7.5	11/12	On Track	Project not commenced, survey to be undertaken in May 2012
	Greater than 35 million square metres of grass mowed annually	11/12	On Track	On Schedule 17,782,000m2 mowed to date.
	High profile sport fields, parks and reserves mowed every 3 weeks in summer and 5 weeks in winter	11/12	On Track	Level of service currently being met.
	Low profile sports fields, parks and reserves mowed every 5 weeks in summer and 8 weeks in winter	11/12	On Track	Level of service currently being met.
	<b>2.1.5 Public Tree Management</b>			
1000 trees planted in streets and parks	11/12	On Track	619 trees planted to date.	
<b>2.2 Sport, Leisure and Recreation</b>	<b>2.2.1 Sport, Leisure and Recreation Planning</b>			
	Achievement of Councils high priority projects in the 2011/12 Bicycle and Shared Pathway Strategy Action Plan (dependant on funding)	11/12	On Track	Shared pathways identified for 2011/12 are scheduled to commence in the third quarter. The adopted report also includes actions to encourage the use of the pathways. These actions have been formulated into a timeline which is being negotiated with relevant units across Council.
	Complete the review of sports grants and implement January 2012	11/12	On Track	Advice has been provided to the Grants Officer to inform the report.
	Complete the sports study by December 2011	11/12	Project Deferred	Project deferred for 3 months following advice from Gosford City that their review will be completed in February 2012. As we need to align with Gosford, we have asked them to provide information from their report to inform Wyong's study. The report will be delivered in March.
	Lobby State and Federal government to ensure that all building programs on private and public school sites incorporate requirements, where appropriate, for the school to support the use of the facility by community groups (possibly through the Central Coast Principals' Group)	1 Year	Project Completed	Discussions have taken place with Principals and/or representatives of local schools and they have advised that where appropriate they are happy to share facilities and have done so in the past.
Undertake 2 workshops with sporting groups by April 2012	11/12	On Track	Workshops scheduled for March 2012.	

		Action Time Frame	YTD Progress Q2	Comments Q2
<b>Principal Activity 2- Community Recreation</b>				
<b>2.2 Sport, Leisure and Recreation</b>	<b>2.2.2 Sport and Recreation Facilities</b>			
	2% growth in the number of participants in the sports that are the main hirers of Council facilities.	11/12	On Track	This is an annual indicator. Early indications from clubs are showing a slight downturn in registration however this is not all sports. Sports are played across the year and not all data has been collected. This may change following the summer sport season. This is at risk if the numbers do not improve.
	5% increase in community participation across all sports and recreation facilities	11/12	On Track	This is an annual indicator and March figures will give an indication of whether this will be achieved. Indications from clubs are positive with new programs emerging.
	<b>2.2.4 Beach Services</b>			
	Develop water safety education program by October 2011	11/12	Project Completed	
	Implement water safety program to 1600 participants	11/12	On Track	Project commenced. This water safety program runs throughout the school holidays. <ul style="list-style-type: none"> <li>• Seminars were held at Councils 4 Holiday Parks.</li> <li>• 10,000 coasters handed out to 19 pubs and clubs.</li> <li>• 2,100 pamphlets were left at Council's 4 holiday parks and 5 other tourist parks.</li> <li>• 92 pamphlets handed out to visitors at 4 high risk beaches.</li> <li>• 46 at Blue Bay and Cabbage Tree beaches.</li> <li>• Pamphlets were also distributed to all Council patrolled beaches, surf shops and Tourist Info Centres.</li> </ul>
	<b>2.2.7 Parks and Reserves</b>			
Rationalise parks and recreation areas to ensure they meet the community needs. Where there has been amalgamation identify commercial opportunities (e.g. partnering with developers on Council land)	4 years	On Track	Playground audit complete and on track. LEP input on open space assets has been provided. Asset review of facilities has been completed.	

	Action Time Frame	YTD Progress Q2	Comments Q2	
<b>Principal Activity 3- Economic and Property Development</b>				
<b>3.1 Place Management</b>	<b>3.1.1 Place Management - Toukley</b>			
	Commence the preparation of a comprehensive draft Greater Toukley Area Development Control Plan chapter informed by the Planning Strategy and Masterplan by June 2012	11/12	On Track	
	<b>3.1.2 Place Management - Other Areas/Iconic Sites</b>			
	Develop the Iconic Development Sites Generic Development Control Plan	1 Year	Project Completed	
	Investigate the establishment of the Iconic Development Site Design Review Panel	1 Year	On Track	All concept designs for Iconic Development Sites are reviewed by a PCG prior to being forwarded to Councillors via a Councillor briefing. An Urban Designer has now been appointed to the Place Management Unit (commencing in January 2012) who will also provide expert comment on designs
	Work with individual property owners to develop site specific Development Control Plans for the nominated Iconic Development Sites	1 Year	On Track	Place Management staff are continuing to work with land owners on individual development proposals.
	<b>3.1.4 Place Management - The Entrance</b>			
Completion and adoption of the Masterplan for The Entrance Town Centre by February 2012	11/12	Project Completed	Draft Masterplan has been exhibited and was endorsed by Council on 14 December 2011.	
<b>3.2 General Manager - Major Projects</b>	<b>3.2.1 General Manager - Major Projects</b>			
	Complete investigations for the release of land at Warnervale Town Centre and quantify potential yield	4 years	On Track	Project progressing in line with approved business plan
	Investigate the establishment of a Wyong Skills Centre	1 Year	On Track	Pending confirmation of Federal funding application outcome to be submitted.
Review the potential of Wyong Shire being an aged centre of excellence	1 Year	On Track	Project progressing in line with approved business plan	
<b>3.3 Economic and Property Development</b>	<b>3.3.2 Economic Development</b>			
	The Property Development and Investment Strategy adopted by Council by 30 June 2012	11/12	On Track	Re-classification of land- public display information to be completed by early February. On completion the Investment Strategy will commence.
	<b>3.3.3 Business Development</b>			
	Economic Development Plan adopted by Council by 30 June 2012	11/12	On Track	Still on track to be completed. Work will commence when new Manager starts.
	<b>3.3.4 Commercial</b>			
	The Revenue Opportunity Plan developed by 30 June 2012	11/12	On Track	Still on track to be completed by June 30 2012. Staff continuing to work with private industry and government departments, particularly around attracting new investments to the Shire. The Unit's new appointment will direct effort.
<b>3.3.5 Property Development</b>				
Investigate the establishment of a Wyong Shire Loyalty System	4 years	On Track	Not commenced. Project plan will be completed as part of Revenue Opportunity Plan.	

		Action Time Frame	YTD Progress Q2	Comments Q2
<b>Principal Activity 4- Council Enterprises</b>				
<b>4.1 Care and Education</b>	<b>4.1.1 Child Care</b>			
	75% child / family satisfaction at each service point	11/12	On Track	Survey conducted with parents/guardians and results are being analysed for those returned at each Vacation Care Centre.
	Each care and education centre meets all its regulatory requirements and remains accredited	11/12	On Track	All centres have met regulatory requirements and remained accredited.
	Each care and education centre meets its targeted utilisation rate	11/12	Not on Track	5 centres are very close to budgeted utilisations with one centre significantly below. Strategies to increase utilisations including the promotion of the centres through the media is planned for 2012 and staff are prepared for parent discussion with the second fee increase in January
<b>4.2 Holiday Parks</b>	<b>4.2.1 Holiday Parks</b>			
	56% occupancy rate for all Holiday Parks	11/12	On Track	Currently at 56.4%.
	Build a new Holiday Park	4 years	On Track	Advice from Economic Development is that sites are being identified. This may take some time. Once a site has been identified the project will commence.
	Further develop the Holiday Parks to improve the revenue and funding for reserves throughout the Shire	4 years	On Track	Implemented Business Strategy actions for final year. Work undertaken this quarter includes <ul style="list-style-type: none"> <li>- landscaping at Budgewoi</li> <li>- landscaping at Norah Head</li> <li>- the retaining wall behind amphitheatre at Toowoan Bay</li> <li>- continued work on the barbeques at Canton Beach and Toowoan Bay</li> <li>- reached practical completion on cabins at Budgewoi"</li> </ul>

		Action Time Frame	YTD Progress Q2	Comments Q2
<b>Principal Activity 5- Regulatory</b>				
<b>5.1 Building Certification and Health</b>	<b>5.1.1 Development Assessment and Other Applications</b>			
	35% of the total market share for Complying Development Applications	11/12	Not on Track	Our current market share is 33.89%. Measures are in place to address this over the second half of the year.
	Council maintains 70% of the total market share for Construction Certificate applications	11/12	KPI Achieved	The unit has achieved a 77.10% market share and is on track to meet the target.
	Less than 20 working days net median processing times for small scale residential development applications	11/12	KPI Achieved	Our net median processing times for these applications is currently 18 days.
	Less than 7 median calendar days to process Complying Development Certificates	11/12	KPI Achieved	Our median processing times for CDCs is 5 days, below our target of 7 days and significantly better than the legislated maximum of 10 days.
	<b>5.1.3 Public Health and Safety</b>			
	Complete 400 on-site sewage management system audits per calendar year	11/12	On Track	There has been further progress this quarter and a program is in place to ensure that the target is met by the end of the year.
<b>5.2 Compliance and Regulation</b>	<b>5.2.1 Animal Care Facility</b>			
	Number of animals saved, expressed as a % of the total number of animals arriving at the Animal Care Facility is not less than 93%	11/12	On Track	At 30 November 2011 the % of animals saved YTD was 91%. however that includes the destruction of 24 dangerous dogs and 17 ill/diseased animals. If those animals were excluded the save rate of suitable healthy animals would be 95%.
	<b>5.2.2 Auditing</b>			
	No less than 450 residential pools have been inspected annually	11/12	On Track	Program is at 52% with 236/450 pools audited for a total of 502 inspections undertaken.
	<b>5.2.3 Noxious Weeds</b>			
	Minimum 12 inspections of high risk noxious weeds premises	11/12	KPI Achieved	21 High Risk properties have been inspected.
	<b>5.2.4 Ranger Services</b>			
90% of Ranger service requests are substantially responded to within 0 - 5 working days	11/12	On Track	1871 Service Requests assigned to rangers. No accurate report on the 0-5 days respond on date is available as the most recent Oracle upgrade corrupted the respond on date data. Based on the historical performance of Rangers I am confident the 90% target has been achieved.	
<b>5.2.5 Land Use Compliance and Regulation</b>				
Cost recovery provisions have been applied to Clean-up, Prevention and Prohibition Notices	11/12	KPI Achieved	\$6,220 (12) in penalty infringements and \$9,555 (21) in cost recovery notices have been issued for a total cost recovery YTD of \$15,775	

Principal Activity 6- Environment and Land Use				
<b>6.1 Development Assessment</b>	<b>6.1.1 Development Assessment</b>			
	Less than 15 median calendar days to process subdivision certificates	11/12	On Track	Average of 5.5 days YTD processing time
	Less than 25 working days net median processing times for Development Applications (Class 1(a)(ii) and 2 - 9).	11/12	On Track	Average of 14 days YTD processing time
	Less than 40 working days net median processing times for priority Development Applications (those that will result in at least 10 permanent full-time equivalent positions)	11/12	Not on Track	YTD Major Applications processing times is 47.5 days - October Woolworths Lake Munmorah and Industrial development, Berkeley Vale and November Restaurant/Drive Through facility, Ourimbah.
<b>6.2 Environment and Natural Resources</b>	<b>6.2.1 Environmental Planning</b>			
	Completion of environmental audits in accordance with adopted program	11/12	Project Deferred	Audits deferred due to higher priority of Environmental Management System.
	Investigate the Porters Creek Stormwater Harvesting Scheme	1 Year	Project Deferred	Consultants engaged to develop monitoring program
	<b>6.2.3 Catchment Maintenance</b>			
	0.85 km of stream bank rehabilitated	11/12	On Track	See Item 6.4.1 in Estuary Management Program - 46% of target achieved to date.
	18 stream bank sites rehabilitated	11/12	On Track	See Item 6.4.1 in Estuary Management Program- 46% of target achieved to date.
	<b>6.2.5 Natural Resources Planning</b>			
	Complete the construction of the toe drainage structure at Cabbage Tree Harbour	1 Year	Project Completed	Monitoring and maintenance now undertaken by Roads and Stormwater Unit.
	Completion and adoption of the Coastline Management Plan by November 2011	11/12	Project Completed	Report submitted to Council 14 December and adopted.
	Completion of Natural Resources Sustainability Strategy by the 30 June 2012	11/12	Not on Track	Draft Report in progress.
Prepare Wyong Natural Area Bush Fire Program by June 2012	11/12	On Track	Project progressing with fieldwork being undertaken.	
Prepare the Biodiversity Management Plan	4 years	On Track	Project to commence 12/13.	

	Action Time Frame	YTD Progress Q2	Comments Q2	
<b>Principal Activity 6- Environment and Land Use</b>				
<b>6.3 Land Use Planning and Policy Development</b>	<b>6.3.1 LEP</b>			
	6 planning proposals prepared by 30 June 2012 for the Local Environmental Plan	11/12	On Track	A number of planning proposals are currently being assessed.
	Comprehensive Local Environmental Plan and Development Control Plan reviewed and developed by 30 June 2012	11/12	On Track	The SI LEP and draft DCP are currently on time and within budget. The first draft of the SI LEP has been finalised and S62 consultation commenced. The first draft of the DCP is close to finalisation with State Environmental Planning Policy 65 referral scheduled for late January 2012 and councillor briefing and reporting scheduled for February 2012.
	<b>6.3.2 Developer Contributions</b>			
	10 Voluntary Planning Agreements developed by 30 June 2012	11/12	On Track	A number of VPA's have either been finalised or are currently being prepared.
	3 Section 94 Contribution Plans reviewed, amended and developed by 30 June 2012	11/12	On Track	One completed (s94A Plan) Currently working on s94 contributions plans for the WTC and WEZ
	<b>6.3.4 DCP and Policy</b>			
3 planning policies reviewed and developed by 30 June 2012	11/12	On Track	A number of planning policies are being developed and will be finalised by 30 June 2012.	
<b>6.4 Environment Planning - Major Projects Estuary Management</b>	<b>6.4.1 Estuary Management</b>			
	Major Project - 10Ha saltmarsh rehabilitation, establishment and protection	11/12	On Track	Dedicated EMP construction crew have commenced and civil works completed on one saltmarsh site (TL5) in Killarney Vale. The next active saltmarsh sites will be completed in Q3 and Q4. (Nb. unfavourable weather conditions have slowed delivery of this programme). The passive saltmarsh mapping tender documents have been prepared and will be let early in Q3 for programme roll out.
	Major Project - 8km + 50Ha streambank rehabilitation & establishment	11/12	On Track	This project is continuing and 46% of the target has been rehabilitated and established/maintained at end of Q2. The commencement of the dedicated EMP construction crew and external contract delivery means meeting this target is on track.
	Major Project - 90Ha wetland protection & rehabilitation	11/12	On Track	NPWS signed their partnership agreement with WSC in Q2, and will be delivering part of this project in Q3 and Q4. WSC and Pioneer Dairy Trust (as part of their partnership agreement with WSC) will also be contributing towards this target.
	Major Project - Conduct a Community survey	11/12	On Track	To be completed in Q4 by EMP Communications/Engagement staff.
	Major Project - Conduct landholder field days/workshop for 50 landholders	11/12	On Track	New EMP Education Officer commenced in Q2 and will deliver this program, in conjunction with workshops conducted by H-CRCMA in Q3 and Q4 under their partnership agreement with WSC. Q2 workshop was held in December over three days with 10 landholders in attendance.
	Major Project - Engagement of 70 new volunteers/groups	11/12	On Track	Project planning has been completed and engagement programs with participants to continue in Q3 and Q4. New EMP Education Officer commenced in Q2 and will assist with the continued delivery of this program. A 'Streambank Essentials Rehabilitation Workshop' held in November saw 40 (57%) participants in attendance.
	Major Project - Undertake 1 school field day	11/12	On Track	To be completed in Q4. New EMP Education Officer commenced in Q2 and will assist in the delivery of this program.
Major Project - Undertake 3 community workshops/forums	11/12	On Track	Project planning has been completed and delivery of workshops to commence in Q3 and Q4. The CMA and OEI will be delivering this part of this project in Q3 and Q4.	

		Action Time Frame	YTD Progress Q2	Comments Q2
<b>Principal Activity 6- Environment and Land Use</b>				
<b>6.5 Environment Planning - Major Projects Sustainability</b>	<b>6.5.1 Sustainability within Council</b>			
	Major Project - Asset management plans incorporate Climate Change adaptation measures	11/12	On Track	AMWG meetings resumed, select case studies underway.
	Major Project - Conduct 16 workshops with Councils staff	11/12	Not on Track	Indoor staff workshops held successfully with very positive evaluations from participants. Workshops still outstanding for outdoor staff, libraries and childcare groups. Will resume once (maternity leave) staff engagement position recruited. Grant conditions allow workshops to continue until March 2012.
	Major Project - Staff awareness of the sustainability principles increased by 20%	11/12	On Track	Promotion of sustainability principles continues. Survey to assess awareness to be undertaken by June 2012.
	Major Project - Successful completion of actions under two modules of the Sustainability Advantage program	11/12	On Track	Significant progress has occurred, with discussions involving the development of soil processing/resource recovery capabilities with consultants APC, our OEH SA Program liaison and a broad range of Council staff. The first meeting was strategic scope setting with internal officers and managers. The second involved a large number of operational and construction staff to discuss the perceived issues and opportunities in relation to reuse of soils in Council operations. A follow up meeting to discuss the options and system requirements is to take place before the end of this quarter.
	Major Project - Sustainability Policy adopted	11/12	On Track	The Policy is in the process of being re-written in response to the Director's comments.
	Major Project - Working Sustainably Strategy completed	11/12	On Track	Preparation of strategy will proceed once (maternity leave) staff engagement position is recruited. Grant conditions allow until March 2012 for completion.



	Action Time Frame	YTD Progress Q2	Comments Q2	
<b>Principal Activity 7- Waste Management</b>				
<b>7.1 Waste</b>	<b>7.1.1 Tip Operations</b>			
	Undertake a feasibility study for establishment of soil processing facility	1 Year	On Track	Consultant has commenced review of site options within Buttonderry Waste Management Facility
	<b>7.1.2 Closed Landfill Remediation</b>			
	Remediation of 7 closed landfills in accordance with remediation program	11/12	Not on Track	Bateau Bay Closed Landfill: Environmental works have been completed, redevelopment works will be completed in mid January 2012, leachate monitoring is underway to determine the disposal thereof. Toukley and Warnervale are on track. Progress on the other sites has been delayed due to development of the emissions management strategy. All sites are being evaluated for potential alternative end uses and measures to reduce the cost of the remediation works. Gwandalan Remedial Action Plan (RAP) is now finalised, an addendum will be sought for alternative end use of the site. Design now programmed for 12/13. Acquisition of land from Darkinjung LALC programmed for 12/13. Mardi detailed design progressing well, DA to be lodged in 11/12 and consent to be obtained in 12/13. E.I.S requirements have extended the design and approval program. The RAPs for Shelly Beach and Tumbi will be undertaken in 11/12 with Tumbi RAP to be finalised early in 12/13.
	<b>7.1.3 Domestic Waste</b>			
	50% of domestic waste diverted from landfill	11/12	KPI Achieved	Average of 50% achieved YTD.
	95% customer satisfaction with Waste Services	11/12	KPI Achieved	As the last official survey was in 2009, consideration needs to be given to a current stand alone survey on Waste or as part of an overall survey on Council's activities.
	<b>7.1.4 Commercial Waste</b>			
	Establish a Central Coast Waste Entity	4 years	On Track	Following initial review of the draft agreement and the Model, further options are being developed.
	<b>7.1.5 Litter Collection</b>			
Litter Management Plan implemented by Jun 12	11/12	On Track	Being implemented in accordance with adopted plan.	

	Action Time Frame	YTD Progress Q2	Comments Q2	
<b>Principal Activity 8 &amp; 9- Roads and Drainage</b>				
<b>8.1 Roads</b>	<b>8.1.10 Investigations, Inspection, Condition Monitoring Assessment and Reporting</b>			
	Collection of automated road condition data on >15% of the road network per annum	11/12	On Track	Data Collection for 20% of the road network to be undertaken during 2nd half of the year using automated equipment.
	Complete 90% of approved asset inspection program	11/12	On Track	Ongoing program. There has been a reallocation of some resources to drainage investigations/reactive works following recent wet weather which has put the program behind schedule.
	Develop opportunities for resource recovery (e.g. materials processing and recycling, remediation of old sites)	4 years	On Track	Undertaking of insitu heavy patching program to recycle pavements. Working on development of processing facility at Buttonderry and reuse of material at Vales Ash dam.
	Review opportunities to share resources with Gosford City Council	1 Year	On Track	Gosford City Council has been undertaking resealing works in Wyong during the quarter. Extension of this contract made for another 12 months. Working on a number of joint projects e.g. Boundary Roads and Teralba St bridge.
	<b>8.1.15 Shared Pathways</b>			
	0.5 km of Shared Pathway Constructed	11/12	On Track	0.3km of shared pathway completed, preconstruction continuing, remainder of works proposed 2nd quarter. Now estimated that 3km of shared path will be completed.
<b>8.1.8 Local Roads</b>				
Average Pavement Condition Index of 5	11/12	On Track	System reveals that the average PCI>5	
<b>9.1 Stormwater</b>	<b>9.1.1 Stormwater</b>			
	10% of drainage system inspected and returned to original design capacity	11/12	On Track	On-going program. Drainage inspections, including use of CCTV, and resulting maintenance programs are on track, approximately 4% of network inspected.

	Action Time Frame	YTD Progress Q2	Comments Q2	
<b>Principal Activity 10 &amp; 11- Water and Sewerage</b>				
<b>10.1 Sewerage</b>	<b>10.1.3 Sewerage Services - General</b>			
	100% customer satisfaction with Sewerage Service	11/12	Not on Track	Customer surveys have yielded a YTD performance of 98.7% against the target of 100%. The non-compliance arose out of a single survey respondent in the September quarter registering dissatisfaction with the outcome of a sewer blockage complaint. Customer satisfaction levels in the December quarter met the 100% target.
	<b>10.1.4 Sewer Treatment Plants</b>			
	100% Compliance with the DECCW licence for effluent discharge to the ocean.	11/12	Not on Track	Full compliance has not been achieved YTD arising out of three minor non-compliance issues relating to discharge volume and one effluent quality breach. The Office of Environment and Heritage (previously DECCW) was advised in all instances and the breaches are not considered material.
<b>11.1 Water</b>	<b>11.1.3 Joint Water Supply Admin</b>			
	Develop the Water Corporation transition strategy	11/12	On Track	Strategic Project Management Plan (SPMP) has been prepared. SPMP requires review and amendment to link with and complement the new WSC/GCC Council's Corporate Services Alignment project
	Water Corporation establishment	11/12	On Track	Directors of CCWC have now been appointed (Dec 2011). The Cost Benefit Analysis consultancy has been let and scheduled for completion March 2012. Whilst project has been slow to build momentum, establishment of a corresponding Corporate Services (HR, IT Finance) Alignment project by WSC and GCC will significantly aid the CCWC project to meet the target establishment date of 1/7/13.
	<b>11.1.7 Water Mains</b>			
	95% customer satisfaction with water supply service	11/12	Not on Track	Customer satisfaction levels slightly decreased in the December quarter arising out of dirty water complaints. This has resulted in YTD satisfaction levels of 93.8%.
	<b>11.1.8 Water Treatment Plants</b>			
	100% compliance with Australian Drinking Water Guidelines or other standards as directed by Department of Health	11/12	KPI Achieved	

	Action Time Frame	YTD Progress Q2	Comments Q2	
<b>Principal Activity 12- Administration</b>				
<b>12.1 Asset Management</b>	<b>12.1.1 Asset Management</b>			
	Improve Councils Asset Management practices beyond "core" level (achieved in December 2008) to integrate with other key components for the organisation by June 2011 and then complete the work in the Asset Management Improvement Strategy to achieve an appropriate "advanced" level by June, 2012.	1 Year	On Track	Senior Asset Systems Engineer commenced duty in December. Planned progress is under review
	Undertake a rationalisation process to determine whether current assets held provide an appropriate investment both economically and in service delivery to the community and whether their use is maximised by June 2012	1 Year	Not on Track	The project is on track for its original scope document. It is being rescope and rescheduled in order to align with other related projects, but still achieve the original objectives
	<b>12.1.2 Floodplain Management (W&amp;S Funded)</b>			
	Flood Plain Management Plans developed in accordance with agreed priorities	11/12	On Track	Porters Creek Plan is now on exhibition. Survey work for Upper Wyong River and Upper Ourimbah Creek studies are complete. Interviews to fill the vacant position of Senior Flood Planning Hydrologist are scheduled for January 2012. Tenders are ready for invitation for the Wyong River and Ourimbah Creek studies
	<b>12.1.3 Transport Planning</b>			
Road Side Marker Project is in place with training provided to all relevant staff by 1 January 2012	11/12	On Track	Waiting on advice from WASIP application for the placement of the markers	
<b>12.2 Contract and Project Management</b>	<b>12.2.1 Procurement</b>			
	Explore any opportunities for savings or revenue creation from the creation of the new Central Coast Water Corporation and resulting closer cooperation/amalgamation with Gosford City Council	4 years	On Track	Price Waterhouse Coopers have been engaged to undertake the analysis and have commenced the data gathering phase of the project
	Procurement Review	11/12	On Track	The Contract Systems Manager has been appointed and has reviewed the recommendations of the Deloitte report and has responsibility for their implementation
<b>12.3 Corporate Governance</b>	<b>12.3.1 Councillor Support</b>			
	New Council Transition Plan developed by 30 June 2012	11/12	On Track	Commencing February 2012
	<b>12.3.3 Policy Management</b>			
75% of Councils corporate policies are reviewed by 30 June 2012	11/12	On Track	5% achieved	

	Action Time Frame	YTD Progress Q2	Comments Q2	
<b>Principal Activity 12- Administration</b>				
<b>12.4 Finance</b>	<b>12.4.4 Revenue Services</b>			
	Building and Infrastructure Renewals Ratio >1%	11/12	On Track	NB. Annual Ratio - due 30 June 2012, 2011/12 Budget 0.88, which is an improvement over 2010/11 0.52. Strategic Target > 1.0 being addressed through the Long Term Financial Strategy.
	Debt Service Ratio <15%	11/12	On Track	NB. Annual Ratio - due 30 June 2012, 2011/12 Budget within Strategic Target
	Explore commercial and alternative opportunities for the funding of assets through the Economic and Property Development Unit	1 Year	On Track	Economic and Property Development are reviewing the land use with Council to determine appropriate zonings in the LEP. A review of use will be completed in conjunction with the review of services.
	Rate Coverage Ratio 50%	11/12	On Track	NB. Annual Ratio - due 30 June 2012, 2011/12 Budget 52%
	Rates Outstanding <5%	11/12	On Track	Intervention strategies have been implemented. Target remains ambitious.
	Unrestricted Current Ratio >1.5%	11/12	On Track	NB. Annual Ratio - due 30 June 2012, 2011/12 Budget on track.
<b>12.5 Human Resources</b>	<b>12.5.1 Recruitment</b>			
	Annually promote Wyong Shire Council and create potential quality talent pool by attracting candidates at expos	11/12	On Track	WSC has been promoted through the Scholarship program with the schools, the interns through the universities and childcare traineeships through State training services and TAFE Central Coast.
	<b>12.5.3 Workers Compensation</b>			
	WorkCover continue to approve Wyong Shire Council as a self insurer	1 Year	KPI Achieved	Non-compliance rates are very low- 20 of the 24 are long-standing issues.
	<b>12.5.5 HR - Operations</b>			
	Permanent staff turnover <10%	11/12	On Track	Currently at 4.3% YTD.
	<b>12.5.6 Workforce Capability Development</b>			
	Executive development program developed and implemented by 04/2012	11/12	On Track	A submission on options will be provided to the Executive Team in February.
	Youth employment program developed and implemented by 10/2011	11/12	Not on Track	The proposed program will be revised in February for confirmation by the Executive Team.
	Succession Planning Project completed by 30/06/12	1 Year	Not on Track	Presentation to Executive Team delayed. On E.T agenda for late February 2012.
<b>12.5.8 Safety</b>				
Lost Time Injury Frequency Rate of 25 per million hours worked	11/12	Not on Track	We are currently running at 29.01 per million hrs worked. We will target LTI's more closely during the 2nd half of the year	
Prepare Council for Occupation Health & Safety Act and Regulations changes in accordance with National Harmonisation of Laws. Review Occupation Health & Safety system documents to ensure alignment to new laws	11/12	On Track	New OHS Team Leader now in place and is on track to drive the communication plan and changes to ensure compliance.	

		Action Time Frame	YTD Progress Q2	Comments Q2
<b>Principal Activity 12- Administration</b>				
<b>12.6 Information Management</b>	<b>12.6.1 Applications</b>			
	Business System Strategy developed by December 2011	11/12	On Track	Work in Progress, continuing alignment of Information Strategy to Business Strategy and objectives and Gosford Council.
	<b>12.6.3 Architecture</b>			
	"Councils Online" computer system	1 Year	On Track	Project negotiation complete, implementation underway.
<b>12.7 Integrated Planning</b>	<b>12.6.5 Operations</b>			
	Printer centralisation project implemented by September 2011	11/12	Project Completed	Project completed in September 2011
	<b>12.7.2 Integrated Business Planning</b>			
	A program and Community Engagement Strategy for a Central Coast Community Strategic Plan are formulated by 1 July 2012 and is endorsed by both councils for implementation	11/12	On Track	Formal feedback from GCC is yet to be received. Discussions indicate that GCC will not consider a Regional Community Strategic Plan until 2016. GM intervention will be required.
Complete the WSC Strategic Plan (2012) by 30 June 2012 that complies with Department of Local Government guidelines	11/12	On Track	Drafts of the Service Unit Business Plans completed. Briefing conducted with the Councillors for service priorities 2012-16 in December and a follow-up workshop to be conducted in February 2012.	
Councils Annual Report 2011/12 is completed by 1 December 2012 and complies with Department of Local Government guidelines	11/12	Project Completed	Councils Annual Report completed and issued to the Department of Local Government as required.	
<b>12.7.4 Measures and Reporting</b>				
An integrated system of corporate measures and reporting is endorsed by the Executive and in place by 1 July 2012	11/12	On Track	The automated system for measures & reporting was implemented for the Q1 report and further visual adjustment will be seen in the Q2 report. Further works are also being undertaken to improve daily measure information to the service unit managers.	
<b>12.8 Legal and Risk Services</b>	<b>12.8.1 Internal Audit</b>			
	Compliance with the timelines and outcomes set out in the adopted Audit Plan	11/12	On Track	Reviewed Monthly
	<b>12.8.2 Internal Ombudsman</b>			
	Number of external investigations referred to Internal Ombudsman for investigation	11/12	On Track	
<b>12.8.3 Legal Actions and Advice - Corporate</b>				
Compliance with statutory timetable for implementation of Government Information (Public Access) Act 2009, compliance with provisions for the processing of applications for access under the Government Information (Public Access) Act 2009, and drafting	11/12	On Track		

	Action Time Frame	YTD Progress Q2	Comments Q2	
<b>Principal Activity 12- Administration</b>				
<b>12.9 Plant, Fleet and Depots</b>	<b>12.9.3 Plant - Mobile Equipment and Vehicles</b>			
	Align with Gosford City Council fleet in the ordering of vehicles and plant in order to obtain greater purchasing power.	4 years	On Track	
	All passenger vehicles in Councils fleet to be 4 cylinder or hybrid by 31 December 2013	4 years	On Track	
	Greater support in the utilisation of assets between Wyong Shire Council and Gosford City Council	11/12	On Track	The two Council's Plant Pool teams have agreed to make contact with each other whenever each has equipment that is anticipated to be idle. However, Wyong's Plant Utilisation has been consistently high and there has so far been minimal opportunities to actually do this.
	<b>12.9.6 Other Emergency Services</b>			
Review of Emergency Services	11/12	Not on Track	Project on track excluding timeframe where an extension has been sought.	

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