

# Business Reporting 2012-13

# Q2

## 1. Overview

This document reports on Council's performance as measured against Wyong Shire Council's Strategic Plan for 2012-2016, it covers the period for the six months ended 31 December 2012 (Q2).

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

## Operating Result

The operating result year to date (YTD) is a surplus of \$69.8m against a budget of \$63.1m. This result includes Rates and Annual Charges income of \$135.6m which represents the full year income. The adjusted first quarter result, excluding quarters' three and four rating revenue is \$2.0m surplus against a budgeted deficit of (\$4.7m). Work will continue to identify the risks to budgets and to reaffirm Council's commitment to the target of a (\$10m) deficit at year end - despite significant budget challenges.

## Capital Works

YTD expenditure totals \$25.0m, against the YTD budget of \$31.9m, and represents 29.6% of the full year capital budget.

It is typical to find that the first half of the year's capital expenditure is a quieter period of activity than the second half due to the need to investigate, design and commence new works.

The 2012/13 capital works is currently expected to be underspent as a result of some works being completed under budget and also as a result of works being delayed or deferred for various reasons.

Most works that have been delayed or deferred have been included in the proposed 2013-14 Capital Works.

The Q2 review proposes that some planned projects for 2013/14 be brought forward for completion in 2012-13,

in order to improve cash flows in both 2012-13 and 2013-14 and to allow the benefits of projects planned for 2013-14 to be gained earlier.

Further details on capital works are included later in this report (refer page 19).

### Financial Snapshot

Financial Performance 2012-13 Year to Date			
	Actuals YTD \$'000	Adopted Budget YTD \$'000	Full Year Budget \$'000
Income (excluding capital)	179,554	183,940	236,189
Expenses	109,775	120,863	246,189
<b>Net Operating Result</b>	<b>69,779</b>	<b>63,077</b>	<b>(10,000)</b>
Financial Position 2012-13 Year to Date			
	Actuals YTD \$'000	Full Year Budget \$'000	
Assets	2,548,889	2,194,923	
Liabilities	317,328	318,255	
<b>Position</b>	<b>2,231,561</b>	<b>1,876,668</b>	

Council's financial position shows \$2.2b net equity.

The improved position over budget is due to:

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

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

## 2. Highlights

### Ourimbah Rural Fire Service station opened

Mayor Doug Eaton officially opened the new Ourimbah Rural Fire Station which is located on Lot 6, Ourimbah Creek Road on Saturday, 6 October 2012.

The Ourimbah Rural Fire Service used to operate out of an old building on a small parcel of land, which became unsuitable due to new tankers not fitting into bays, and the expansion of the Brigade itself.

The Rural Fires Act 1997 requires Council to provide adequate facilities to enable the Rural Fire Service (RFS) to carry out its role within the Wyong Shire Rural Fire District.

Council voted to support the service in the construction of a new fire station, and a total of \$907,000 in grant and general revenue funding has been spent on delivering the Ourimbah RFS a brand new station which meets current standards.

Council has had a long history assisting with the Ourimbah Rural Fire Service, so providing it with brand new premises has simply been an extension of our long involvement and help.

### The Shire's newest tourist attraction

The Coast to Lake Scenic walk was officially opened at a public event at Memorial Park at the beginning of October with a number of family friendly activities to celebrate Wyong Shire's newest tourist attraction.

Council entered into a partnership with the Central Coast Regional Development Corporation to construct the Coast to Lake Scenic Walk. The project was funded by a NSW Government grant of \$800,000 through the Central Coast Regional Development Corporation.

The self guided walk covers 7.6 kilometres of The Entrance Peninsula and connects pedestrians to attractions, landmarks and facilities.

The walk will no doubt become one of the great attractions of the area and is about promoting The Entrance peninsula as a key destination for tourists.

The route covers a variety of terrains including a timber boardwalk, concrete paths and steps, grass, sand and rock platforms. The project incorporates the development of new and the upgrading of existing landmarks including new viewing platforms, lookouts, seating, exercise stations, pathways, signage and community art.

The Coast to Lake Scenic Walk covers four main sections including:

- Memorial Park to The Entrance SLSC
- The Entrance SLSC to Toowoan Bay Beach via Edith Ring rest
- Toowoan Bay beach to the long jetty
- The long jetty to Memorial Park.

Other projects carried out as part of the project include: the installation of an outdoor gym circuit (fitness station) at Picnic Point; seating and signage along the route; refurbishment of the amenities block at The Entrance SLSC, installation of filtered water stations at Toowoan Bay Beach and Picnic Point, and public art.



## Volunteers applauded



The dedication and hard work of volunteers and community workers has been recognised in the annual Central Coast Community Building Awards.

In their sixth year and supported by both Wyong and Gosford Councils, the awards highlight the work and dedication of many of our unsung community heroes.

Mayor, Doug Eaton, said the award winners and projects had demonstrated how passionate people make a real difference in their local area.

The annual awards are presented by Wyong Shire and Gosford City councils, along with Regional Development Australia (Central Coast), the Central Coast Community Council and other non-government organisations.

There were 12 categories in this year's awards and Wyong Shire produced seven winners – including three community programs carried out by Council.

## Traps help Council to keep our Lakes clean

Council has recently removed the equivalent of five backyard swimming pools worth of rubbish that would have otherwise ended up in our Lakes' system.

In a further demonstration of Council's commitment to implementing best environmental practices and cleaning up our Lakes, Council recently cleaned 85 Gross Pollutant Traps (GPT's). All up, Council has 211 GPT's in the Shire.

These traps act as filters to stop objects entering our Lakes' system. The 295 cubic metres of material consisted of sediment debris, litter and plastic bottles.

The public can play an important role in helping our Lakes, by simply not littering.

Council has plans to replace up to four existing GPT's this financial year at priority locations with new more efficient and maintenance friendly devices. The GPT's are checked twice a year and cleaned on a needs basis.

## Council Child Care program receives National Award



In November, Little Coast Kids Northlakes won the State and National Awards for the best overall child care week program, for the most innovative program of activities that encompasses family and community involvement, and for the best photo illustrating the theme Our Focus – Our Children.

Little Coast Kids Care and Education Centre at Northlakes, was the only childcare centre in NSW to win two National Awards at the Australian Child Care Week 2012 Awards.

This is also great news for parents and carers who can rest assured that we offer the best program for once again shows Council's commitment to provide the best childcare possible in the industry.

Northlakes was also a finalist in three other categories and Council's Karinya Centre at Toukley was finalist in one category.

This is the third year in a row a Wyong Shire Council Little Coast Kids Care & Education Centre has been selected as a finalist in the Australian Child Care Week Awards.

Representatives from Little Coast Kids attended an exclusive event at Parliament House, Canberra, on Monday, 26 November 2012, where Minister for Early Learning and Child Care, The Hon. Kate Ellis presented them with the award.

### **Second Chipper**

Council's Open Space Tree Maintenance team took delivery of a second chipper in May 2012. In the six months since taking delivery of the second chipper, the average response time to complete service requests has reduced by 16 days to 12 days and resultant \$42k drop in expenditure or a 6% saving.

The effects of this efficiency improvement benefit the community in a number of ways. Apart from meeting resident's requests in a faster manner, Council staff have commenced a pro-active tree maintenance program. Although we are not able to inspect and maintain every public tree in the Shire, we can undertake proactive tree maintenance on many public trees before issues occur providing for better public safety.

### **Council's Coastal Zone Management Plan**

The Local Government and Shires Association recognised Council's Coastal Zone Management Plan at its fifteenth annual 'Excellence in the Environment Awards' in December.

The awards recognise outstanding achievements by Local Governments in managing and protecting the environment. Council's Coastal Zone Management Plan excelled in a field with over 70 applications received. The NSW Environment Minister the Hon Robyn Parker MP presented the prestigious Awards to Council.

The Coastal Zone Management Plan was entered in the Natural Environment Policies, Planning and Decision Making category. Wyong took out the top award in both Division C (for large Councils) and the Overall award for all Councils. This category recognises work undertaken by a NSW council to bring about an improvement in Environmental/Natural Resource quality through relevant strategic planning, policies and decision making processes.

This award is great recognition to all those who have been involved in the development of the Plan and it is important to recognise the invaluable community input from community and agency representatives who sat on the Tuggerah Lakes Coastal, Estuary and Floodplain Management Committee. Many community members also attended public meetings during the public engagement and consultation phases of the plan's development and made submissions during the public exhibition of the plan.



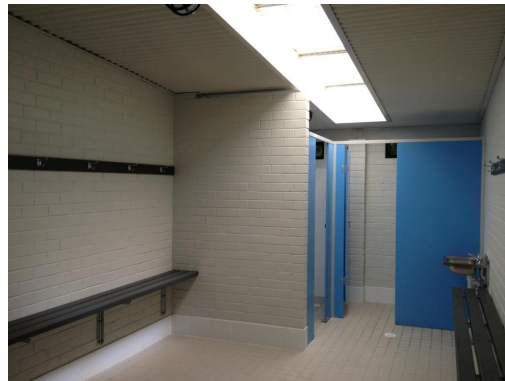
## New Amenities Building at Mannering Park Oval opened by Mayor

In December, the Mayor officially opened the new amenities building at Mannering Park Oval (Cheryl St). The opening was attended by representatives of Mannering Park Precinct Committee and Tidy Towns, Doyalson Wyee Cricket Club and Wyong Shire Council staff. Community feedback received at the opening was very positive.



The Mannering Park amenities block was designed in consultation with the local Precinct Committee, Tidy Towns and Cricket Club. The new amenities block has two change rooms with a shower and toilet in each, a kiosk, storage bays, two unisex toilets and one all access toilet. The new facility is all accessible, with a disabled access ramp and handrail. The asset will improve usage of the adjacent oval.

Previously there were no amenities at the oval with the new block, a necessity for those who attend local sporting events. The kiosk will also help sporting groups and schools raise much needed funds.



Council's Building Services undertook the construction of the block. Council undertook extensive landscaping of the surrounding area and also installed a water tank to reduce the need for water consumption on site. Vandal proof components were used as part of the construction brief including vandal proof air vents. The vents will be the first of their kind to be piloted in the Shire. The building was constructed by the agreed deadline and within budget.



## **New car and trailer parking at Sunshine Reserve Chittaway Point**

A car park at a popular boat ramp in Chittaway Point was upgraded in time for Christmas.

Council improved parking in Sunshine Avenue by formalising the boat ramp manoeuvring and trailer parking area. The project also allowed for modification to the pump station fencing, re-instating a circular drive through system that links with the parking area. The drive through system allows for improved manoeuvrability of cars with boat trailers.

The new car park will complement the recently upgraded boat ramp, popular with local boaters. The boat ramp upgrade and new car and trailer parking are jointly funded with the Roads and Maritime Services (RMS) Better Boating program.

Work completed prior to Christmas constituted Stage 1 of the project with stage 2 to be completed by the end of January 2013. Stage 2 will see the area sealed with asphalt.

## **Development Applications Approved**

During the period leading up to Christmas, a major effort was undertaken by Council's Development Assessment Unit to determine development applications valued in excess of \$30m. Some of the larger development applications determined include:

- Residential Flat building – 33 Marine Parade, The Entrance \$2.3m
- Indoor Recreation Facility (pool) – 4 Dulmison Ave, Nth Wyong \$8.7m
- Lakehaven Mega Centre – Staged Consent for bulky goods (68 direct and 42 indirect jobs) \$5.1m
- Semi-detached Seniors Housing – 35-45 Louisiana Rd, Hamlyn Terrace \$14m

A Development Application for new industrial premises at North Wyong for production by Sanitarium Health Foods is currently under assessment. The application is being "fast tracked" in order to ensure that Sanitarium remain as a major operator within Wyong Shire. The estimated value of the development is \$4m and will employ 64 persons upon completion.

## **Council's new Bush Fire Management Program has won national recognition**

Council's Bush Fire Management Program has been named the winner of the NSW Local Government section at the national Resilient Australia Awards held in Canberra.

The program aims to improve the safety of residents during bushfires and provides a draft five-year works program to help reach that goal.

Council manages more than 3000ha of bushland and the program builds on the development of the Wyong Bushfire Risk Management Plan during 2009-10.

On the back of the national award win, Council was also successful in gaining \$280,000 in State funding in the Fire Mitigation Works Fund for 2012/13. The funding is significantly higher than previously approved under the scheme and will be used for on ground works including expansion of fire breaks between Council bushland and urban development on 20 sites in areas including Watanobbi, Mardi, Toukley, Tuggerah and Noraville.



### 3. Progress on Principal Activities

#### Council's Delivery Plan

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

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

Council's Strategic Plan contains the:

- **4 Year Delivery Plan**

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

- **Annual Plan**

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

#### Council's Principal Activities

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

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

#### Assessing Council's Progress

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

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

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

Status	Number	%
On Track	311	80.1
Not On Track	33	8.5
KPI Achieved	9	2.4
Project Completed	19	4.9
Project Deferred	16	4.1



## Major Projects

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

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

Wyong Shire Council Designated Major Projects			
Project Name	Responsible Unit	YTD Progress	Comment
Shire-wide Comprehensive LEP and DCP	6.02 Land Use Planning and Policy Development	On Track	
Warnervale Town Centre	3.02 General Manager Major Projects	On Track	
Water Corporation Establishment	10.01 & 11.01 Water and Sewerage	Not on Track	Progress with GCC have been put on hold pending the resolution of the Joint Services Business.
Disaster Management Plan	12.09 Plant, Fleet and Depots	Not on Track	Project scope significantly underestimated.
"Councils on Line" Computer System	12.06 Information Management	On Track	
Community Facilities Review	1.01 Community and Cultural Development	On Track	
Soil Processing Sites	7.01 Waste	On Track	
Coastline Management Plan	6.01 Environment and Natural Resources	On Track	
Porters Creek Stormwater Harvesting Scheme	6.01 Environment and Natural Resources	On Track	
Capital Works Program	Infrastructure Management	On Track	
Wyong Shire "Art House" ( <i>Awaiting Funding</i> )	1.01 Community and Cultural Development	On Track	
Library (The Entrance and Bateau Bay)	1.04 Community Lifelong Learning	On Track	The developer is re-assessing the design of the proposed DA following public comments.
Iconic Sites Development	3.01 Place Management	On Track	
Property Portfolio Strategy	3.03 Economic and Property Development	Not on Track	Still in the early stages of development. Other work priorities have taken precedence.
Asset Management Strategy	12.01 Asset Management	On Track	
Plant Review	12.09 Plant, Fleet and Depots	On Track	
Wyong Shire Loyalty System	12.06 Information Management	On Track	

## 4. Financial Report

### FINANCIAL PERFORMANCE

#### Operating Result

The Q2 financial result is slightly favourable to budget, with income under budget by \$2.4m and expenditure under budget by \$11.1m, net \$8.7m favourable result year to date. With capital income excluded the year to date surplus is \$6.7m.

Financial Performance 2012-13 Year to Date			
	Actuals YTD \$'000	Adopted Budget YTD \$'000	Full Year Budget \$'000
Income (including capital)	184,941	187,354	248,079
Expenses	109,775	120,863	246,189
<b>Net Operating Result</b>	<b>75,166</b>	<b>66,491</b>	<b>1,890</b>
<b>Net Operating Result before capital grants &amp; contributions</b>	<b>69,779</b>	<b>63,077</b>	<b>(10,000)</b>
<b>Net Operating Result adjusted for Rates and Annual Charges Q3 &amp; Q4</b>	<b>7,377</b>	<b>(1,314)</b>	
<b>Net Operating Result before capital grants &amp; contributions adjusted for Rates and Annual Charges Q3 &amp; Q4</b>	<b>1,990</b>	<b>(4,728)</b>	

Council 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.

Attachment 8 lists the proposed budget amendments identified during Q2, and offsets have been identified in all cases, and the targeted operating deficit remains (\$10m).

The detailed financial reports can be found on pages 32 to 40 of this document, while the following pages provide an analysis of the Q2 results.

## Income Analysis

As at 31 December 2012, income (including capital) is under budget by (\$2.4m). Analysis of this variation is below.

	CONSOLIDATED			
	Last Year	YTD	YTD	FYR
	Actual	Actual	Adopted	Adopted
	2011-12	2012-13	Budget 2012-13	Budget 2012-13
	\$'000	\$'000	\$'000	\$'000
<b>INCOME from continuing operations:</b>				
Rates & Annual Charges	127,394	135,579	135,609	135,866
User Charges & Fees	53,742	27,486	29,853	62,502
Interest and Investment Revenue	9,272	4,765	3,879	7,761
Other	3,893	1,834	1,975	3,983
Grants & Contributions Operating	29,062	9,496	12,377	24,785
Grants & Contributions Capital	14,679	5,387	3,414	11,890
Gain from the Disposal of Assets	660	395	247	1,292
<b>Total income from continuing operations</b>	<b>238,702</b>	<b>184,941</b>	<b>187,354</b>	<b>248,079</b>

### Rates and Annual Charges

Rates & Annual Charges revenue is in line with budget expectations with year to date actuals matching the year to date budget of \$135.6m.

### User Charges & Fees

User Charges & Fees \$27.5m against a year to date budget of \$29.9m, an unfavourable variation of (\$2.4m). The largest variation is in tipping revenue which is (\$2.5m) unfavourable due to significantly reduced tonnages being received at Buttonderry Waste Management Facility. This variation is offset by reduced EPA Levy payments and other operating costs.

### Interest & Investment Revenue

Interest & Investment Revenue \$4.8m against a year to date budget of \$3.9m, a favourable variation of \$0.9m. This variation relates to interest on investments (\$0.6m in general fund and \$0.3m in water and sewer), which reflects a higher portfolio balance (and subsequent interest earnings) than when the original budget was formulated. A budget variation of \$0.9m has been included in this Q2 review.

### Other Revenue

Other Revenue \$1.8m against a year to date budget of \$2.0m, and no significant variations in this category.

### Grants & Contributions Operating

Grants & Contributions Operating \$9.5m against a year to date budget of \$12.4m, an unfavourable variation of (\$2.9m). This variation relates to the Financial Assistance Grant (FAG). In the May 2012 budget the Commonwealth Government announced that it would bring forward the part payment of the 2012-13 FAG to

provide local government with additional flexibility and assist them in responding to the widespread natural disasters and other cost pressures. This advance payment was paid in June. While this has a positive impact on the 2011-12 this has resulted in a negative budget impact in 2012-13. The full year impact of this has been brought to account in this Q2 report, offset by increased revenue and reduced expenditure across the organisation.

### ***Grants & Contributions Capital***

Grants & Contributions Capital \$5.4m against a year to date budget of \$3.4m, a favourable variation of \$2.0m. This variation primarily relates to Developer Contributions, which are favourable year to date by \$1.3m as a result of approval of a number of significant developments in Hamlyn Terrace, Woongarra, Summerland Point and Wyong during Q1 and Q2.

### ***Gain from the Disposal of Assets***

Gain from the Disposal of Assets \$0.4m against a year to date budget of \$0.3m, and no significant YTD variations in this category.

## Expenditure Analysis

As at 31 December 2012, operating expenditure is under budget by \$11.1m. Analysis of this variation is below.

	CONSOLIDATED			
	Last Year	YTD	YTD	FYR
	Actual	Actual	Adopted	Adopted
	2011-12	2012-13	Budget 2012-13	Budget 2012-13
	\$'000	\$'000	\$'000	\$'000
<b>EXPENSES from continuing operations:</b>				
Employee Costs	73,443	37,086	40,986	81,450
Borrowing Costs	19,168	6,939	6,904	16,488
Materials and Contracts	44,975	21,386	25,749	55,567
Depreciation	55,629	27,497	27,352	55,182
Other	40,001	16,587	19,721	37,199
Loss from the Disposal of Assets	3,244	282	152	303
<b>Total expenses from continuing operations</b>	<b>236,460</b>	<b>109,775</b>	<b>120,863</b>	<b>246,189</b>

### Employee Costs

Employee Costs \$37.1m against a year to date budget of \$41.0m, a favourable variation of \$3.9m. Employee costs are Council's largest expenditure type and are closely monitored. Council has continued to maintain strict internal controls over labour expenditure including internal approvals to ensure budget is achieved and a targeted overdue leave reduction program. \$2.8m of the year to date variation relates to Salaries and Wages and \$1.1m is superannuation, workers compensation, staff training and other miscellaneous employee costs. There is a level of seasonality in this area (i.e. at certain times of the year staff leave is much higher than others) and as such a budget adjustment of \$2.1m is included in this Q2 review, which represents the estimated full year saving based on current run rates, leave patterns and staffing levels.

### Borrowing Costs

Borrowing Costs are in line with year to date budget expectations at \$6.9m. An additional budget of \$0.5m is included in this Q2 review, which represents borrowing costs from the LIRS loan drawn down during the quarter.

### Materials & Contracts

Materials & Contracts \$21.4m against a year to date budget of \$25.7m, a favourable variation of \$4.3m some of which is due to timing variations and is expected to catch up. It is not unusual to find that the first half of the year of materials and contractors expenditure each year is less than the second half as new works are in the planning stage. Continued close scrutiny of expenditure in this area will continue in the second half of the year.

A wide range of expenses are captured in this expense category. The most significant variations relate to the general purchase of materials which is under budget by \$2.9m and contract expenditure which is \$1.1m under budget. Council continues to improve the budgetary control framework including improved accruals of expenditure on goods and services which have already been received and ongoing review of budget phasing. Budget variations of \$3.0m are proposed in this Q2 review to assist with the offsetting of the Financial Assistance Grant shortfall.



### ***Depreciation***

There are no significant variations in year to date depreciation expense with actuals \$27.5m against a year to date budget of \$27.4m.

### ***Other Expenses***

Other Expenses \$16.6m against a year to date budget of \$19.7m, a favourable variation of \$3.1m. \$1.6m relates to reduced EPA Waste Levy payments as a result of reduced tonnages at Buttonderry Waste Management Facility and \$1.2m is in donations, contributions and other miscellaneous expenses across the organisation. Budget reductions of \$0.6m are included in the Q2 review and this area will continue to be monitored for further savings in the coming quarters.

### ***Loss from the disposal of assets***

Loss from the disposal of assets \$0.3m against a year to date budget of \$0.2m, and no significant variations in this category.

## Operating Results - by Fund

Net operating results before capital grants and contributions by fund were generally in line with budget expectations, with General Fund reporting a favourable variation to budget of \$4.9m, Water Fund reporting an unfavourable variation of (\$0.3m) and Sewer Fund a favourable variation of \$2.1m, resulting in a favourable result of \$6.7m at a consolidated level.

	Full Year 2012 Actuals \$000	Q2 2013 Actuals \$000	Q2 2013 Adopted Budget \$000	Q2 2013 Variance \$000	FYR Adopted Budget 2013 \$000	Proposed Q2 Budget Changes \$000	Proposed FYR 2013 Budget
Net operating result before capital grants and contributions:							
General Fund	6,004	53,270	48,383	4,887	5,343	(1,550)	3,793
Water	(15,365)	3,471	3,795	(325)	(10,069)	(12)	(10,080)
Sewer	(3,076)	13,038	10,898	2,140	(5,274)	1,562	(3,712)
<b>Consolidated</b>	<b>(12,437)</b>	<b>69,779</b>	<b>63,077</b>	<b>6,702</b>	<b>(10,000)</b>	<b>0</b>	<b>(10,000)</b>
Including capital grants and contributions:							
General Fund	16,779	57,316	51,096	6,220	13,588	(4,520)	9,068
Water	(12,261)	4,439	4,296	143	(7,284)	(12)	(7,295)
Sewer	(2,276)	13,411	11,099	2,313	(4,414)	1,562	(2,852)
<b>Net operating result</b>	<b>2,242</b>	<b>75,166</b>	<b>66,491</b>	<b>8,676</b>	<b>1,890</b>	<b>(2,970)</b>	<b>(1,079)</b>

### Net Operating Result by Fund before Capital Grants and Contributions

#### General Fund

- General Fund \$53.3m against a budget of \$48.4m, favourable variation of \$4.9m. The most significant variations are in :
  - Materials & Contracts (including internals) \$3.5m favourable, with the most significant favourable variations in Waste Management \$2.0m, Plant and Fleet \$1.5m and Community & Cultural Development \$0.7m.
  - Employee Costs \$3.5m favourable, \$2.4m in salaries and wages and \$1.1m in superannuation, workers compensation, staff training and other miscellaneous employee costs.
  - Other Operating Expenses \$3.0m favourable and relates to reduced EPA Waste Levy Payments of \$1.6m as a result of reduced tonnages at Buttonderry Waste Management Facility and \$1.2m in donations, contributions and other miscellaneous expenses.
  - Grants and Contributions Operating (\$2.8m) unfavourable due to the prepayment of the 2012-13 Financial Assistance Grant in June 2012.
  - User Charges and Fees (\$2.2m) unfavourable, with an unfavourable variance of \$2.5m in tipping fees at Buttonderry Waste Management Facility.

### Water Fund

- Water Fund \$3.5m against a budget of \$3.8m, unfavourable variation of (\$0.3m). The most significant variations are in :
  - Depreciation (\$0.5m) unfavourable as a result of the revaluation of Water Supply assets that was undertaken in June 2012. A full review of depreciation budgets will be undertaken in Q3.
  - Materials and Contracts underspent by \$0.4m.
  - Other Operating Expenses \$0.3m favourable and relates primarily to electricity costs.

### Sewer Fund

- Sewer Fund \$13.0m against a budget of \$10.9m, favourable variation of \$2.1m. The most significant variations are in :
  - Depreciation \$1.3m favourable as a result of the revaluation of Sewer assets that was undertaken in June 2012 and offsets the unfavourable variation in Water Supply depreciation. A full review of depreciation budgets will be undertaken in Q3.
  - Interest revenue \$0.5m favourable due to higher than anticipated portfolio balance.
  - Materials and Contracts underspent by \$0.4m.

## Operating Results - by Reportable Business Unit

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

	Full Year 2012 Actuals \$000	Q2 2012 Actuals \$000	Q2 YTD Adopted Budget \$000	Q2 Variance \$000	FYR Adopted Budget 2013 \$000	Proposed Budget Changes \$000	Proposed FYR 2013 Budget
Waste Management	2,579	20,315	19,475	840	7,877	0	7,877
Holiday Parks	205	310	311	(2)	867	0	867
Children's Care & Education	(741)	(204)	(244)	40	(654)	0	(654)

*Including Tax Equivalent Payments*

An analysis of the Q2 performance is as follows:

### Waste Management

Waste Management \$20.3m against a year to date budget of \$19.5m, favourable variation of \$0.8m. The most significant variations are in:

- o User Charges and fees (\$2.5m) unfavourable – due to reduced tonnages being received at Buttonderry Waste Management Facility.
- o Materials and Contracts \$2.0m favourable – primarily comprised of \$0.8m in materials and contracts and internals and \$1.2m in corporate overheads.
- o Other Operating Expenses \$1.6m favourable - Reduced tonnages and soil re-processing has resulted in reduced EPA levy payments, which coupled with the underspend in materials and contracts offsets the unfavourable revenue variance.

### Holiday Parks

Holiday Parks (\$310k) against a year to date budget of (\$311k), unfavourable variation of (\$1k).

- o User charges and fees favourable \$42k.
- o Expenses Unfavourable (\$43k). This variation is predominantly due to unbudgeted legal expenses concerning a legal dispute with a construction contractor engaged to undertake new works and improvements at the Holiday Parks.

## Children's Care and Education

Children's Care and Education (\$204k) year to date against a budget of (\$244k), favourable variation of \$40k.

- Income is under budget by (\$317k) and expenditure is under budget by \$358k. Budgeted utilisation levels are not being met at some centres. A reduction in utilisation also reduces expenditure due to reduced staffing requirements. A marketing strategy has been developed and commenced to assist in increasing utilisation.
- Vacation Care only operated at three sites during the quarter. Utilisation was less than budgeted at all sites. Blue Haven achieved the highest utilisation, and attendance patterns at this location are trending up. Killarney Vale, Blue Haven and Ourimbah are currently awaiting service approval certification from the Department of Education and Communities and will be required to submit their Quality Improvement Plans in the next quarter.

## CENTRAL COAST JOINT SERVICES PROJECT

During Q2, key activities undertaken were:

- A draft Water & Sewerage Service Delivery Framework was developed in liaison with the Central Coast Water Corporation. Broad staff consultation undertaken in November/December 2012.
- Identification of resourcing needs for Strategic Plans 2013 – 2017.
- Communication and Engagement Strategy adopted.

A decision was taken by the CCROC executive to temporarily suspend the project activity until early March 2013 in order to have a Councillor Workshop. A further update will be provided in the Q3 report.



## CAPITAL EXPENDITURE

Capital expenditure to 31 December 2012 was \$25.0m compared to the YTD budget of \$34.4m, and represents 29.6% of the full year capital budget of \$84.3m.

It is typical to find that the first half of the year's capital expenditure is lower than the second half due to the need to investigate, design and commence new works and Council's capital budgets are phased accordingly. By their very nature, large capital projects can involve substantial lead times to finalise detailed designs and obtain all necessary approvals and permits before work can commence. There can also be changes (increases or decreases) in the final costs of the work, compared with original preliminary cost estimates, as detailed design proceeds.

Council's capital expenditure program is always subject to changes caused by reviews of priorities, weather, availability of support funding and the speed of many development projects. A thorough review of capital projects has been undertaken for this Q2 review and as a result a budget reduction of \$6.3m is proposed.

This reduction is due to a combination of savings on completed works and delays or deferrals in proceeding with other projects totalling \$11.2m including:

- Waste Management Projects \$3.3m
- Warnervale Development (land opposite Woolworths site) \$1.8m (funded by land reserve)
- Norah Head Boat Ramp \$1.2m (\$600k grant revenue)
- Wyong Civic & Cultural Precinct Masterplan \$1.0m
- Plant & Fleet Purchases \$835k
- Long Jetty Streetscape Improvements \$750k (grant funding \$625k)
- Bushfire Control Projects (no grant funding received) \$651k
- Emergency Services (aligned to approved grants) \$486k

A number of projects totalling \$4.9m are proposed to be brought forward from future years to take advantage of the current under expenditure, including

- Roads, footpaths, kerb & gutter and depot projects \$4.2m
- IT projects, including Disaster Recovery site \$0.7k

There are advantages in bringing forward some planned works from 2013-14 to 2012-13. The opportunity presented by the under expenditure in 2012-13 can allow the benefits of projects planned for 2013-14 to be gained earlier and also for cash flow to be more even over the two financial years.

Council's current approved capital works budget is \$84.3m, with the reductions of \$11.2m and the acceleration of future works of \$4.9m, this will see Council's revised capital works budget for 2012-13 total \$78.0m. Further investigations regarding other projects that could be bought forward are continuing and will be presented to Council in due course.

A summary of capital expenditure by Council Service and the proposed budget adjustments to Capital expenditure in this Q2 Review are detailed in Attachment 7 further in this report.

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

## Significant Capital Projects

Project	Q2 2013 Actuals \$000	Q2 2013 Adopted Budget \$000	Q2 2013 Variance \$000	FYR Adopted Budget 2013 \$000	% Spent 2012-13
Construct New Sewerage Pumping Station C16 At Blue Haven	1,388,811	680,000	(708,811)	1,600,000	86.8%
Wyong Civic and Cultural Precinct Masterplan	69,382	750,000	680,618	1,700,000	4.1%
Construction of Bridge to Access Area 5 at Buttonderry	17,980	850,000	832,020	1,700,000	1.1%
Warnervale Culvert	0	0	0	1,769,000	0.0%
Norah Head Boat Ramp	64,304	940,000	875,696	1,880,000	3.4%
WY82 Alison Rd Retaining Wall	55,903	0	(55,903)	1,900,000	2.9%
Mardi Dam to Mangrove Dam Pipeline Link Project - Federally Funded	508,123	1,010,000	501,877	2,000,000	25.4%
Warnervale Sewerage Infrastructure	18,494	1,190,000	1,171,506	2,000,000	0.9%
Land Opposite Woolworths Site - Warnervale	21,554	0	(21,554)	2,000,000	1.1%
Minnesota Rd	227,556	0	(227,556)	2,185,000	10.4%
Minnesota Rd Drainage	110,644	0	(110,644)	2,443,000	4.5%
Construct Civil Mechanical Telemetry & Electrical Work at SPS TO 22	2,365,277	920,000	(1,445,277)	2,600,000	91.0%
Reseal Programme Contracts 2012/13	549,734	850,000	300,266	3,000,000	18.3%
Fleet Purchases	1,701,875	3,990,000	2,288,125	5,496,000	31.0%
<b>Total</b>	<b>7,099,637</b>	<b>11,180,000</b>	<b>4,080,363</b>	<b>32,273,000</b>	<b>22.0%</b>

*Note: some of the projects listed above are included in this Q2 review. If the proposed amendments are adopted the list of projects in future quarterly reviews will be amended to display revised budgets.*

## INVESTMENT AND DEBT MANAGEMENT

### Cash Flow

Cash levels increased in Q2 by \$3.8m predominantly due to rates and charges instalments received in November 2012 and NSW Local Infrastructure Renewal Scheme (LIRS) borrowing of \$7.1m.

Closing cash and investments were \$165.9m consisting of investment securities of \$165.4m and \$0.5m in cash.

### Cash and Investments

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

Council's investments (comprised of deposit accounts, term deposits and managed funds) continue to be conservatively managed to ensure that value is added to the fixed interest portfolio. The value of investment securities and deposit accounts at 31 December 2012 was \$165.4m. Returns year to date were 5.52%, which is above the benchmark of 3.59%, with Council investments mainly in term deposits.

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

The YTD return excluding unrealised gains on Blackrock Care and Maintenance Fund was 5.03% also comparing favourably to the benchmark.

Year to-date investment returns show a \$0.9m favourable variance when compared to the year to-date budget. A budget variation is included in this review to increase the full year budget. Again a conservative approach has been taken in light of yields on re-investing maturing Term Deposits continue to fall in line with the official cash rate which dropped a further 25 basis points to 3.00% in December 2012. Council has endeavoured to source conservative longer term investment opportunities and invested \$14m last financial year and a further \$6m in a term deposit this year with Bank of Queensland, maturing in August 2016 to mitigate these reductions in yields.

Investment Performance	
Year to date return interest only	5.03%
Year to date return interest and investments	5.52%
<b>Benchmark BBSW FYTD</b>	<b>3.59%</b>

Cash and Investment Balances	
	<b>\$000</b>
Petty cash, unrepresented cheques	15
Cash Held by 355 Committees	541
Cash at Bank and unrepresented cheques	(15)
<b>Total Cash On Hand</b>	<b>541</b>
Cash at Call - Cash Management	12,513
Closing Investments in Term Deposits and Bonds	152,891
<b>Total Investment Portfolio</b>	<b>165,404</b>
<b>Closing Cash and Investments per cash flow</b>	<b>165,945</b>

<b>Investment Class</b>	<b>Q2 \$'000</b>	<b>YTD Return \$</b>	<b>YTD %</b>
Cash at Call	9,000	281	3.70%
Term Deposits	151,000	3,666	5.40%
Managed Funds	5,404	378	14.28%
<b>Total Investments</b>	<b>165,404</b>	<b>4,325</b>	<b>5.52%</b>

## Loans

Loans increased in Q2 due to borrowings under the NSW Government Local Infrastructure Renewal Scheme (LIRS) at a net borrowing rate of 1.57%.

As at 31 December 2012, Council's Weighted Average Cost of Debt is 7.03% with a Weighted Average Maturity of 12.47 years.

<b>Loans</b>		
	<b>Original Budget FY 2012/13 '\$000</b>	<b>Q2 Actual '\$000</b>
<b>Brought forward:</b>		
Current	11,176	11,183
Non current	186,400	186,392
Borrowing	7,130	7,130
Redemption	(11,176)	(5,343)
<b>Carried forward:</b>	<b>193,530</b>	<b>199,362</b>

## 5. Other Activities

### Material risks and liabilities

#### Risks

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

#### Liabilities

Significant provisions exist for:

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

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

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



## Legal Matters

During Q2 2012 Council was party to proceedings in a number of Courts. Those proceedings included the following:

1. *Wyong Shire Council v Environmental Land Clearing Pty Ltd*. These proceedings were before the District Court of NSW and relate to a contractual dispute with Environmental Land Clearing Pty Ltd concerning works at Gwandalan. The proceedings were listed for a 3 day hearing commencing 3 September 2012. On 3 September 2012 Council was given notice that a Liquidator had been appointed to Environment Land Clearing Pty Ltd. The hearing was adjourned, to 12 October 2012, and later discontinued. Council is continuing to pursue recovery of the alleged debt from the Liquidator of Environmental Land Clearing Pty Ltd.
2. *Wyong Shire Council v William Thomas Hunter*. These proceedings are an appeal before the Land and Environment Court against the refusal of a DA for the demolition of existing structures, remediation of land and construction of a "large scale retail establishment" (BWS Liquor Store) on land in Long Jetty. The proceedings are listed for a conciliation conference before the Court on 22 February 2013.
3. Council was also the prosecutor in various criminal proceedings in the Local Court.

## Sponsorship and Funding arrangements

Details of activities undertaken by some of the organisations funded by Council in Q2 are as follows:

### The Entrance Town Centre Management

- Wyong Shire Gardens Competition – won first prize for Cenotaph and won first prize for best Road Verges/Roundabouts.
- Engaged a Tafe student to help with the busking competition for Central Coast Country Music Festival.
- Progressive planning for Central Coast Country Music Festival.
- Commenced working on the Winter Jazz & Blues Festival.
- Inaugural Coast to Lake walk was held on Sunday 14 October 2012.
- Secured flagship funding \$20,000 pa for Chromefest for 3 years.
- Chromefest was held 26, 27 and 28 October attracting 55,000 visitors with an economic impact of \$8.5 million. Organised first meeting for Chromefest 2013.
- Designed and printed brochures for Bistro Jinga.
- Secured Stand Up Paddleboard Championships.
- Finalised entertainment & programs for Carols By Candlelight, New Year's Eve, Australia Day & Summer City Rumble.
- Held the Austin Healy Owners Club car event in Memorial Park.
- Renewed stairs on the boardwalk and the Surf Club.
- The 61<sup>st</sup> Annual Tuggerah Lakes Mardi Gras was held on Saturday 1 December 2012.
- Hosted Carols by Candlelight Monday 24 December 2012.
- Hosted New Years Eve Celebrations in Memorial Park Monday 31 December 2012.
- Secured the Summer Swing Blues 6 January 2013.
- Commissioned Ourimbah Tafe to conduct a research project as part of their course on "How to grow the Central Coast Ukulele Festival". Attended a presentation at the Tafe on project findings.
- Finalised the loyalty card program for The Entrance retailers.
- Six (6) Farmers Market held in Q2.
- Bi Monthly meeting Wyong Chambers & Greater Toukley Vision.
- Disseminated information and took bookings for over 6,000 people who made fact to face enquiries in the Visitors Information Centre.
- Coordinated daily events such as the daily pelican feeding as well as special pelican feeds at Picnic Point.
- Sourced sponsorship for individual events, organised, booked and paid for weekly entertainment on the Sails Stage and purchased new outdoor dining furniture to replace old.

## Greater Toukley Vision (GTV)

### Events & Promotions:

- Annual Carols and lighting of the Christmas Tree was held on Sunday 25th November in the Village Green Toukley. The fantastic weather encouraged 1000s to enjoy an evening of entertainment and family fun.
- In order to increase community knowledge of GTV and associated business promotion and campaign was launched via Facebook to issue \$600 worth of local retail vouchers over a 12 week period leading up to Christmas. Page Likes increase by over 100% during this period and each week a local business received the \$50 prize spend in their store.
- AGM – Conducted Monday 3rd December with following Board elected for 2013.

### Town Improvements:

- CCTV Update – Signs about presence of CCTV cameras were installed throughout Toukley central business district.
- Repaving in Norah Head – In consultation with Council, additional quotations were obtained for the repaving project, pending final decision.
- Town Entry Signage – In conjunction with Northern Lakes Chamber of Commerce a 'Welcome to Toukley' sign has been installed on private property on right hand side after crossing bridge. – This sign features details regarding Weekly Toukley car park Markets and an additional interchangeable sign for promotions of Special Events.



## Wyong Regional Chamber of Commerce (WRCoC)

### October 2012:

- Welcome to Wyong – Community Forum – Wyong Town Park.
- Business After Dark – Westfield Tuggerah.

### November 2012:

- Green Savings Seminar – Joint event with WSC, GTV, The Entrance TCM, coordinated by WRCoC.
- Chamber Dinner Meeting & VIP Christmas Party – Wyong Golf Club.

### December 2012:

- Graffiti Removal within the Wyong Business District, assisted by Wyong Rotary.
- Graffiti Removal within the Wyong Business District, assisted by Job Centre Australia “Transition to Work Group”.
- Graffiti Removal with the Wyong Business District, assisted by Wyong Rotary & Darren Webber MP.
- Welcome to Wyong – Community Forum – Grand Hotel Wyong.
- Wyong Christmas Carols, coordinated by Wyong Community Bank, assisted by WRCoC.

## Central Coast Tourism (CCTI)

- Attended launch of projects Central Coast Eco Tours Tipi Accommodation and Norah Head Lighthouse interpretive signage.
- Interpretive signage design and creative completed for the Central Coast Wetlands (Pioneer Dairy).
- CEO visited a number of Wyong Shire business operators in December 2012 with Clr Lynne Webster.
- Attended China Theme Park signing of agreement and provided support with industry updates.
- Visitors to the Kariiong Visitor Information Centre increased by 19% January to December compared to 2011.
- [www.visitcentralcoast.com.au](http://www.visitcentralcoast.com.au) (CCTI's core website) visitation maintained strong performance compared to 2011, with over 63,510 unique visitors in September, October, November 2012, compared with 40,436 in the same months of 2011, approx 57% increase.
- CCTI social media platforms have continued to grow. CCTI's Facebook page now has more than 1,750 likes, with the number of followers on Twitter around the same mark. Both these figures represent an increase of more than 100% on the same point last year.
- CCTI participated in the 2012 Adventure Travel and Backpackers Expo at Sydney Town Hall in November 2012.
- Secured funding from Destination NSW to assist The Mariners FC to produce 'The Code' TV documentary which will promote the lifestyle and culture of the Central Coast.
- CCTI provided a support letter for The Entrance Chromefest to access \$20,000 Destination NSW Flagship funding and were successful in their application.
- Phase two of the Local Secrets campaign initiated with social media.
- Distributed the following media releases including Wyong Shire content:

- Angry Anderson to lead 150 Bikers to the Entrance.
- 3 Local Events secured Destination NSW Flagship Funding Event – includes Chromefest 2013.
- 10 New Experiences and Products for summer – included: Central Coast Eco Tours Tipi Tents at Forest of Tranquillity; E-Bikes R US; XUP Australia's Freeride Festival; Luke Chocolates Wyong; The Entrance Backpackers.
- Now Available 2013 Official Guide to Fun – 45% of advertisers based in Wyong Shire.
- Other Media Interaction:
  - 2GB Radio Glen Wheelan Show – Radio Interview on the Central Coast.
  - Eastside FM – ½ hour radio interview on the Central Coast.

### Business Enterprise Centre

- Delivered 10 business skills workshops – total attendees – 97.
- Delivered 20 hours of mentoring – Social Enterprise Program Wyong Shire Council.
- Hosted a one day Social Enterprise Education Workshop for Wyong Shire Council.
- Delivered 775 hours of Business Guidance Sessions.
- Provided 12 Professional Vouchers equalling 2 hours per client.
- Attended 7 Networking Functions.
- Successfully awarded AusIndustry contract effective December – this contract requires Federal funding to be directed at industrial relations guidance, legal guidance, social media education, networking functions and business education.

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

<b><i>Sponsorship Funding, Contributions and Donations</i></b>	<b><i>\$'000</i></b>
Community Tipping Fees	63
Community Benefit Grants	54
Central Coast Tourism Inc	38
Central Coast Mariners FC Pty Ltd	25
Tuggerah Lakes Reserve Trust	18
Regional Development Australia Central Coast	15
Community Rent Assistance	10
Central Coast Regional Organisations of Councils	8
Uniting Care Burnside	3
Central Coast Sports Federation	3
Green Cross Australia	2
San Remo Neighbourhood Centre Inc	1
<b><i>Total</i></b>	<b><i>239</i></b>



## Material Contracts

The following major contracts were let in Q2:

Contract #	Contractor	Contract Detail and Purpose	Contract Value \$	Commencement Date	Duration of Contract	Budgeted Yes/No
CPA/181538	A Class Hire Active Hire Group Pty Ltd ATF Services Pty Ltd Coates Hire Operations Pty Ltd Kennards Hire Pty Ltd Kingston Industries Pty Ltd Robert Guy & Sons Pty Ltd Universal Mobile Tower Hire	Hire of Minor Plant & Equipment	3,300,000	01-Jan-13	2 years plus a one year option	Yes
CPA/191877	McNamee Constructions Pty Ltd	Construction of Sewerage Trunk Mains for Warnervale Town Centre - North Wyong	2,298,628	23-Nov-12	Not a term contract	Yes
CPA/186620	Gongues Constructions Pty Ltd	Scaddens Ridge Solar Tower	150,000	18-Dec-12	Not a term contract	Yes
CPA/210714	Bolte Civil Pty Ltd	Construction of Stormwater Culvert, Minnesota Road Hamlyn Terrace	1,299,320	23-Nov-12	Not a term contract	Yes
CPA/217073	Poles & Underground Pty Ltd	Relocation of 11KV and LV Mains, Minnesota Rd Hamlyn Terrace	396,546	23-Nov-12	Not a term contract	Yes
CPA/185309	Plateau Tree Service Pty Ltd Asplundh Tree Experts (Australia) Pty Ltd	Provision of Routine Tree Service	schedule of rates	01-Jan-13	3 years	Yes
CPA/199536	Stabilised Pavements Australia Pty Ltd Accurate Asphalt and Road Repairs Pty Ltd	In Situ Stabilisation	10,110,000 11,164,815	01-Jan-13	3 years with a 2 year option	Yes
CPA/186318	Automatic Fire Protection Design Pty Ltd	Inspection , Testing and Maintenance of Council's Fire Protection Equipment	555,771	01-Jan-13	3 years with a 2 year option	Yes

## Grants Received

As previously mentioned, in June 2012 the Commonwealth Government made an advance payment of the 2012-13 FAG, which resulted in an unfavourable impact in 2012-13 of \$5.7m, that has been brought to account in this Q2 review.

The following grants were received during Q2:

<i>Grants Received</i>	<i>\$'000</i>
Pensioner Subsidy - General	1,222
Financial Assistance Grant - Equalisation Component	1,190
Estuary Management Plan	802
Roads to Recovery Program	730
Pensioner Subsidy - Water	719
Pensioner Subsidy - Sewer	666
NSW Rural Fire Service	458
Library Per Capita Subsidy	351
Financial Assistance Grant - Local Road Component	240
Asset Protection Zones / Fire Trail works	140
Local Environmental Plan Acceleration fund	137
Childcare, Vacation Care & Special Needs Subsidy	106
Repair Program - Enterprise Dr	100
Strengthening Communities	60
The Entrance Coast to Lake Scenic Walk	37
Library Local priority Grant	29
Speech Therapist	28
Employment Land Study and Industrial Land Audit	26
Road Safety Programs	18
Better Futures Music Event	15
Floodplain Management Studies	14
Employment & Training	12
HACC (Home and Community Care) Service Worker	8
Sunshine Reserve boat ramp and trailer parking	5
<b>Total</b>	<b>7,111</b>

## Attachment 1

### Report by Responsible Accounting Officer

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

It is my opinion that the Quarterly Budget Review Statement for Wyong Shire Council for the quarter ended 31 December 2012 indicates that Council's projected financial position at 30 June 2013 will be satisfactory at year end, having regard to the projected estimates of income and expenditure and the original budgeted income and expenditure.

Stephen Naven

**Responsible Accounting Officer**

21 February 2013

## Attachment 2 financial statements by fund

### Wyong Shire Council Profit & Loss By Fund

December 2012

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	
	2011-12	2012-13	2012-13	2012-13	2011-12	2012-13	2012-13	2012-13	2011-12	2012-13	2012-13	2012-13	2011-12	2012-13	2012-13	2012-13	
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	
<b>INCOME from continuing operations:</b>																	
Rates & Annual Charges	127,394	135,579	135,609	135,866	86,618	91,988	91,947	92,056	14,113	16,058	16,313	16,313	26,663	27,533	27,348	27,497	
User Charges & Fees	53,742	27,486	29,853	62,502	30,436	15,195	17,372	36,203	21,692	12,006	12,129	24,715	1,614	285	353	1,584	
Interest and Investment Revenue	9,272	4,765	3,879	7,761	5,444	2,928	2,293	4,590	1,801	624	921	1,841	2,027	1,213	665	1,330	
Other	3,893	1,834	1,975	3,983	3,592	1,674	1,688	3,411	215	92	193	386	86	68	93	185	
Grants & Contributions Operating	29,062	9,496	12,377	24,785	27,658	8,066	10,871	23,155	742	764	797	921	663	666	709	709	
Grants & Contributions Capital	14,679	5,387	3,414	11,890	10,775	4,046	2,713	8,245	3,104	968	501	2,785	800	373	200	860	
Gain from the Disposal of Assets	660	395	247	1,292	660	394	247	1,292	(0)	1	(0)	(0)					
<b>Total income from continuing operations</b>	<b>238,702</b>	<b>184,941</b>	<b>187,354</b>	<b>248,079</b>	<b>165,183</b>	<b>124,291</b>	<b>127,132</b>	<b>168,953</b>	<b>41,667</b>	<b>30,513</b>	<b>30,854</b>	<b>46,962</b>	<b>31,852</b>	<b>30,138</b>	<b>29,368</b>	<b>32,165</b>	
<b>EXPENSES from continuing operations:</b>																	
Employee Costs	73,443	37,086	40,986	81,450	59,426	29,642	33,192	66,365	6,679	3,747	4,022	7,790	7,338	3,697	3,772	7,295	
Borrowing Costs	19,168	6,939	6,904	16,488	2,654	101	57	2,606	15,087	5,918	5,887	11,923	1,426	920	960	1,959	
Materials and Contracts	44,975	21,386	25,749	55,567	20,806	9,884	13,430	29,713	13,797	6,697	7,135	15,375	10,373	4,805	5,184	10,479	
Depreciation	55,629	27,497	27,352	55,182	27,412	12,860	11,990	24,277	14,872	8,522	7,975	16,031	13,346	6,114	7,388	14,874	
Other	40,001	16,587	19,721	37,199	36,383	14,207	17,215	32,101	1,972	1,190	1,539	3,127	1,646	1,190	967	1,971	
Loss from the Disposal of Assets	3,244	282	152	303	1,723	282	152	303	1,522	0	0	0	0	0	0	0	
<b>Total expenses from continuing operations</b>	<b>236,460</b>	<b>109,775</b>	<b>120,863</b>	<b>246,189</b>	<b>148,404</b>	<b>66,975</b>	<b>76,036</b>	<b>155,365</b>	<b>53,928</b>	<b>26,074</b>	<b>26,558</b>	<b>54,246</b>	<b>34,128</b>	<b>16,726</b>	<b>18,270</b>	<b>36,579</b>	
<b>Total Profit &amp; (Loss) from Operations</b>	<b>2,242</b>	<b>75,166</b>	<b>66,491</b>	<b>1,890</b>	<b>16,779</b>	<b>57,316</b>	<b>51,096</b>	<b>13,588</b>	<b>(12,261)</b>	<b>4,439</b>	<b>4,296</b>	<b>(7,284)</b>	<b>(2,276)</b>	<b>13,411</b>	<b>11,099</b>	<b>(4,414)</b>	
<b>Total Profit &amp; (Loss) before Capital Grants and Contributions</b>	<b>(12,437)</b>	<b>69,779</b>	<b>63,077</b>	<b>(10,000)</b>	<b>6,004</b>	<b>53,270</b>	<b>48,383</b>	<b>5,343</b>	<b>(15,365)</b>	<b>3,471</b>	<b>3,795</b>	<b>(10,069)</b>	<b>(3,076)</b>	<b>13,038</b>	<b>10,898</b>	<b>(5,274)</b>	
Less Tax Equivalent Payments (Notional)					-	-	-	-	217	208	208	416	80	136	136	272	
<b>Total Result after Tax Equivalent Payments</b>	<b>(12,437)</b>	<b>69,779</b>	<b>63,077</b>	<b>(10,000)</b>	<b>6,004</b>	<b>53,270</b>	<b>48,383</b>	<b>5,343</b>	<b>(15,583)</b>	<b>3,263</b>	<b>3,587</b>	<b>(10,485)</b>	<b>(3,155)</b>	<b>12,903</b>	<b>10,762</b>	<b>(5,546)</b>	

# Attachment 3 income and expense budget review statement

Wyong Shire Council

## Income & Expense Budget Review Statement

December 2012

	CONSOLIDATED					GENERAL FUND					WATER FUND					SEWER FUND						
	Original Budget	Approved Changes	Recommended Changes for Council	Projected Year End Result	YTD Actual	Original Budget	Approved Changes	Recommended Changes for Council	Projected Year End Result	YTD Actual	Original Budget	Approved Changes	Recommended Changes for Council	Projected Year End Result	YTD Actual	Original Budget	Approved Changes	Recommended Changes for Council	Projected Year End Result	YTD Actual		
	2012-13	2012-13	2012-13	2012-13	2012-13	2012-13	2012-13	2012-13	2012-13	2012-13	2012-13	2012-13	2012-13	2012-13	2012-13	2012-13	2012-13	2012-13	2012-13	2012-13	2012-13	
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
	YTD % Elapsed: 50%																					
<b>INCOME from continuing operations:</b>																						
Rates & Annual Charges	136,497	(631)	(414)	135,452	135,579	92,575	(519)	-	92,056	91,988	16,345	(32)	(414)	15,899	16,058	27,577	(80)	-	27,497	27,533		
User Charges & Fees	62,744	(242)	488	62,990	27,486	36,203	(0)	74	36,277	15,195	24,955	(240)	414	25,129	12,006	1,586	(2)	-	1,584	285		
Interest and Investment Revenue	7,761	-	934	8,695	4,765	4,590	-	568	5,158	2,928	1,841	-	(777)	1,064	624	1,330	-	1,143	2,473	1,213		
Other	3,838	145	(154)	3,829	1,834	3,266	145	(154)	3,257	1,674	386	-	-	386	92	185	-	-	185	68		
Grants & Contributions Operating	25,428	(642)	(5,386)	19,399	9,496	23,797	(642)	(5,449)	17,706	8,066	921	-	63	984	764	709	-	-	709	666		
Grants & Contributions Capital	11,161	729	(2,970)	8,920	5,387	7,516	729	(2,970)	5,275	4,046	2,785	-	-	2,785	968	860	-	-	860	373		
Gain from the Disposal of Assets	1,292	-	(671)	621	395	1,292	-	(671)	621	394	-	-	-	-	1	-	-	-	-	-		
<b>Total income from continuing operations</b>	<b>248,721</b>	<b>(641)</b>	<b>(8,173)</b>	<b>239,907</b>	<b>184,941</b>	<b>169,240</b>	<b>(287)</b>	<b>(8,602)</b>	<b>160,351</b>	<b>124,291</b>	<b>47,234</b>	<b>(272)</b>	<b>(714)</b>	<b>46,248</b>	<b>30,513</b>	<b>32,247</b>	<b>(82)</b>	<b>1,143</b>	<b>33,308</b>	<b>30,138</b>		
<b>EXPENSES from continuing operations:</b>																						
Employee Costs	81,500	(50)	(2,095)	79,355	37,173	66,415	(50)	(1,485)	64,880	29,730	7,790	-	(260)	7,530	3,747	7,295	-	(350)	6,945	3,697		
Borrowing Costs	16,488	-	494	16,982	6,939	2,606	-	276	2,882	101	11,923	-	287	12,210	5,918	1,959	-	(69)	1,890	920		
Materials and Contracts	56,866	(1,299)	(3,021)	52,546	21,386	30,658	(945)	(2,392)	27,321	9,884	15,647	(272)	(629)	14,746	6,697	10,561	(82)	-	10,479	4,805		
Depreciation	55,182	-	-	55,182	27,572	24,277	-	-	24,277	12,915	16,031	-	-	16,031	8,535	14,874	-	-	14,874	6,122		
Other	37,221	(22)	(581)	36,618	16,587	32,123	(22)	(481)	31,620	14,207	3,127	-	(100)	3,027	1,190	1,971	-	-	1,971	1,190		
Loss from the Disposal of Assets	303	-	-	303	282	303	-	-	303	282	-	-	-	(0)	-	-	-	-	-	-		
<b>Total expenses from continuing operations</b>	<b>247,560</b>	<b>(1,371)</b>	<b>(5,203)</b>	<b>240,986</b>	<b>109,938</b>	<b>156,382</b>	<b>(1,017)</b>	<b>(4,082)</b>	<b>151,283</b>	<b>67,118</b>	<b>54,518</b>	<b>(272)</b>	<b>(702)</b>	<b>53,543</b>	<b>26,087</b>	<b>36,661</b>	<b>(82)</b>	<b>(419)</b>	<b>36,160</b>	<b>16,734</b>		
<b>Total Profit &amp; (Loss) from Operations</b>	<b>1,161</b>	<b>729</b>	<b>(2,970)</b>	<b>(1,079)</b>	<b>75,003</b>	<b>12,859</b>	<b>729</b>	<b>(4,520)</b>	<b>9,068</b>	<b>57,174</b>	<b>(7,284)</b>	<b>(0)</b>	<b>(12)</b>	<b>(7,295)</b>	<b>4,426</b>	<b>(4,414)</b>	<b>(0)</b>	<b>1,562</b>	<b>(2,852)</b>	<b>13,404</b>		
<b>Total Profit &amp; (Loss) before Capital Grants and Contributions</b>	<b>(10,000)</b>	<b>0</b>	<b>0</b>	<b>(10,000)</b>	<b>69,616</b>	<b>5,343</b>	<b>0</b>	<b>(1,550)</b>	<b>3,792</b>	<b>53,128</b>	<b>(10,069)</b>	<b>(0)</b>	<b>(12)</b>	<b>(10,080)</b>	<b>3,458</b>	<b>(5,274)</b>	<b>(0)</b>	<b>1,562</b>	<b>(3,712)</b>	<b>13,031</b>		

# Attachment 4 balance sheet by fund

## Wyong Shire Council Balance Sheet by Fund

December 2012

YTD % Elapsed: 50%

	Consolidated				General Fund			Water Fund			Sewer Fund		
	Actual	Actual		FYR	Actual	Actual		Actual	Actual		Actual	Actual	
	2012 \$'000	2013 \$'000	Movement \$'000	Original Budget \$'000	2012 \$'000	2013 \$'000	Movement \$'000	2012 \$'000	2013 \$'000	Movement \$'000	2012 \$'000	2013 \$'000	Movement \$'000
<b>CURRENT ASSETS</b>													
Cash & cash equivalents	91,142	40,541	(50,601)	44,270	63,258	40,994	(22,263)	6,586	(331)	(6,916)	21,299	(122)	(21,421)
Investments	44,000	104,815	60,815	76,439	14,591	49,137	34,546	18,270	14,967	(3,303)	11,139	40,711	29,572
Receivables	32,785	89,013	56,228	41,947	13,856	54,796	40,940	16,125	19,246	3,120	2,843	14,972	12,129
Inventories	2,054	1,941	(113)	2,088	1,606	1,492	(113)	448	448	-	-	-	-
Other	607	264	(343)	366	562	238	(325)	45	26	(19)	-	-	-
<b>TOTAL CURRENT ASSETS</b>	<b>170,588</b>	<b>236,574</b>	<b>65,986</b>	<b>165,110</b>	<b>93,872</b>	<b>146,656</b>	<b>52,784</b>	<b>41,474</b>	<b>34,356</b>	<b>(7,118)</b>	<b>35,281</b>	<b>55,560</b>	<b>20,280</b>
<b>NON-CURRENT ASSETS</b>													
Investments	19,955	20,589	634	-	17,668	20,589	2,921	1,916	-	(1,916)	371	-	(371)
Receivables	1,409	1,337	(72)	-	865	827	(38)	517	510	(8)	26	-	(26)
Intangible Assets	1,614	1,164	(450)	2,515	1,172	845	(327)	278	200	(77)	165	119	(46)
Infrastructure, Property, Plant & Equipment	2,292,936	2,288,975	(3,961)	2,027,298	833,272	834,532	1,260	800,556	795,372	(5,184)	659,109	659,071	(38)
Investments under equity method	125	250	125	-	125	250	125	-	-	-	-	-	-
<b>TOTAL NON-CURRENT ASSETS</b>	<b>2,316,039</b>	<b>2,312,315</b>	<b>(3,724)</b>	<b>2,029,813</b>	<b>853,103</b>	<b>857,043</b>	<b>3,940</b>	<b>803,267</b>	<b>796,082</b>	<b>(7,185)</b>	<b>659,671</b>	<b>659,190</b>	<b>(481)</b>
<b>TOTAL ASSETS</b>	<b>2,486,627</b>	<b>2,548,889</b>	<b>62,262</b>	<b>2,194,923</b>	<b>946,975</b>	<b>1,003,699</b>	<b>56,724</b>	<b>844,741</b>	<b>830,438</b>	<b>(14,303)</b>	<b>694,952</b>	<b>714,750</b>	<b>19,798</b>
<b>CURRENT LIABILITIES</b>													
Payables	46,857	33,807	(13,050)	54,840	32,945	25,597	(7,348)	19,414	6,389	(13,025)	(5,462)	1,821	7,283
Borrowings	11,183	11,183	-	11,183	731	731	-	9,093	9,093	-	1,359	1,359	-
Provisions	28,452	28,261	(191)	28,452	24,063	23,872	(192)	1,878	1,878	-	2,511	2,511	-
<b>TOTAL CURRENT LIABILITIES</b>	<b>86,492</b>	<b>73,251</b>	<b>(13,241)</b>	<b>94,475</b>	<b>57,739</b>	<b>50,200</b>	<b>(7,539)</b>	<b>30,384</b>	<b>17,359</b>	<b>(13,025)</b>	<b>(1,592)</b>	<b>5,691</b>	<b>7,283</b>
<b>NON-CURRENT LIABILITIES</b>													
Payables	-	-	-	-	-	-	-	-	-	-	-	-	-
Borrowings	186,392	188,179	1,787	175,672	1,764	8,712	6,948	158,893	154,400	(4,493)	25,735	25,067	(668)
Provisions	55,897	55,898	1	48,108	54,824	54,824	-	427	427	-	647	647	-
<b>TOTAL NON CURRENT LIABILITIES</b>	<b>242,289</b>	<b>244,077</b>	<b>1,788</b>	<b>223,780</b>	<b>56,588</b>	<b>63,535</b>	<b>6,948</b>	<b>159,321</b>	<b>154,827</b>	<b>(4,493)</b>	<b>26,382</b>	<b>25,714</b>	<b>(668)</b>
<b>TOTAL LIABILITIES</b>	<b>328,781</b>	<b>317,328</b>	<b>(11,453)</b>	<b>318,255</b>	<b>114,327</b>	<b>113,735</b>	<b>(592)</b>	<b>189,705</b>	<b>172,186</b>	<b>(17,518)</b>	<b>24,790</b>	<b>31,405</b>	<b>6,616</b>
<b>NET ASSETS</b>	<b>2,157,846</b>	<b>2,231,561</b>	<b>73,715</b>	<b>1,876,668</b>	<b>832,648</b>	<b>889,964</b>	<b>57,316</b>	<b>655,036</b>	<b>658,252</b>	<b>3,216</b>	<b>670,162</b>	<b>683,345</b>	<b>13,183</b>

## Attachment 5 cash flow statement

Wyong Shire Council

### Cash Flow Statement By Fund

December 2012

YTD % Elapsed: **50.00%**

	CONSOLIDATED		
	Actual	Actual	FYR Adopted
	2012	2013	Budget
	\$'000	\$'000	\$'000
<b>OPERATING ACTIVITIES</b>			
<b>Receipts</b>			
Receipts from customers	182,979	106,948	227,886
Interest Revenue	8,479	4,765	7,761
Grants & Contributions	47,174	14,883	25,428
Other Revenue	18,306	2,294	2,351
<b>Payments</b>			
Employee costs	(74,549)	(37,086)	(81,500)
Materials & Contracts	(43,651)	(37,859)	(63,720)
Borrowing costs	(16,646)	(6,939)	(16,488)
Other Expenses	(52,517)	(14,399)	(58,550)
<b>Net cash from Operating Activities</b>	<b>69,575</b>	<b>32,607</b>	<b>43,168</b>
<b>INVESTING ACTIVITIES</b>			
Proceeds from sale of IPP&E	2,012	113	2,000
Net movement in Investments	22,196	(61,573)	40,000
Net Purchase of IPP&E	(61,753)	(23,535)	(84,738)
<b>Net cash from Investing Activities</b>	<b>(37,545)</b>	<b>(84,995)</b>	<b>(42,738)</b>
<b>FINANCING ACTIVITIES</b>			
Net movement in Borrowings	7,313	1,787	(11,176)
<b>Net cash from Investing Activities</b>	<b>7,313</b>	<b>1,787</b>	<b>(11,176)</b>
Net increase/(decrease) in cash/investments held	<b>39,343</b>	<b>(50,601)</b>	<b>(10,746)</b>
Cash & Investments at beginning of period	51,799	91,142	55,016
Cash & Investments at end of period	<b>91,142</b>	<b>40,541</b>	<b>44,270</b>

Wyong Shire Council  
**Profit & Loss - Reportable Business Activities**  
 December 2012

YTD % Elapsed: 50%

	WASTE MANAGEMENT				HOLIDAY PARKS				CARE AND EDUCATION			
	Last Year	YTD	YTD	FYR	Last Year	YTD	YTD	FYR	Last Year	YTD	YTD	FYR
	FYR Actuals \$'000	Actuals \$'000	Adopted Budget \$'000	Adopted Budget \$'000	FYR Actuals \$'000	Actuals \$'000	Adopted Budget \$'000	Adopted Budget \$'000	FYR Actuals \$'000	Actuals \$'000	Adopted Budget \$'000	Adopted Budget \$'000
<b>Income from Continuing Operations</b>												
Rates & Annual Charges	26,037	29,057	29,024	29,024	-	-	-	-	-	-	-	-
User Charges & Fees	9,970	4,971	7,483	14,967	8,419	4,301	4,259	8,853	3,875	2,146	2,481	4,802
Interest and Investment Revenue	166	67	67	133	-	-	-	-	-	-	-	-
Other Revenues	247	133	134	267	-	-	-	-	2	2	1	2
Grants & Contributions Operating	789	-	-	1,641	-	-	-	-	521	264	249	498
Grants & Contributions Capital	-	-	-	-	-	-	-	-	-	-	-	-
Gain from the Disposal of Assets	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total Income from Continuing Operations</b>	<b>37,208</b>	<b>34,228</b>	<b>36,707</b>	<b>46,031</b>	<b>8,419</b>	<b>4,301</b>	<b>4,259</b>	<b>8,853</b>	<b>4,398</b>	<b>2,413</b>	<b>2,730</b>	<b>5,302</b>
<b>Expenses from Continuing Operations</b>												
Employee Costs	1,708	946	863	1,814	206	92	92	178	3,626	1,831	2,004	4,025
Borrowing Costs	2,299	-	-	2,491	90	35	57	114	-	-	-	-
Materials & Contracts	10,416	7,624	9,671	20,426	3,947	1,723	1,730	3,439	1,093	581	740	1,473
Depreciation	1,878	917	676	1,375	1,074	517	520	1,044	131	59	57	115
Other Operating Expenses	18,118	4,387	5,976	11,957	2,665	1,511	1,435	2,981	75	30	56	107
Loss from the Disposal of Assets	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total Expenses from Continuing Operations</b>	<b>34,420</b>	<b>13,874</b>	<b>17,186</b>	<b>38,063</b>	<b>7,982</b>	<b>3,877</b>	<b>3,834</b>	<b>7,757</b>	<b>4,926</b>	<b>2,499</b>	<b>2,857</b>	<b>5,721</b>
<b>Total Profit &amp; (Loss) from Operations</b>	<b>2,788</b>	<b>20,354</b>	<b>19,521</b>	<b>7,968</b>	<b>437</b>	<b>424</b>	<b>426</b>	<b>1,096</b>	<b>(528)</b>	<b>(87)</b>	<b>(127)</b>	<b>(419)</b>
Less Capital Grants & Contributions	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total Profit &amp; (Loss) Before Capital Grants and Contributions</b>	<b>2,788</b>	<b>20,354</b>	<b>19,521</b>	<b>7,968</b>	<b>437</b>	<b>424</b>	<b>426</b>	<b>1,096</b>	<b>(528)</b>	<b>(87)</b>	<b>(127)</b>	<b>(419)</b>
Less Tax Equivalent Payments	209	39	46	91	232	114	114	229	213	117	117	234
<b>Total Profit &amp; (Loss) after Taxation Equivalent Payments</b>	<b>2,579</b>	<b>20,315</b>	<b>19,475</b>	<b>7,877</b>	<b>205</b>	<b>310</b>	<b>311</b>	<b>867</b>	<b>(741)</b>	<b>(204)</b>	<b>(244)</b>	<b>(654)</b>



## Attachment 7 Capital Expenditure Projects

Capital Expenditure						
Service	Original Budget	Approved Changes Sept Review	Annual Budget	Recommended changes for Council Resolution Dec Review	Projected Year end Result	Actual YTD
	2012/13	2012/13	2012/13	2012/13	2012/13	2012/13
	(\$000's)	(\$000's)	(\$000's)	(\$000's)	(\$000's)	(\$000's)
<b>B001 - Community and Cultural Development</b>	1,665	90	1,756	-	1,756	23
<b>B002 - Community and Customer Relations</b>	-	60	60	-	60	-
<b>B003 - Lifelong Learning</b>	802	-	802	0	802	257
<b>B004 - Sport Leisure and Recreation</b>	5,161	341	5,502	(1,425)	4,077	1,167
<b>B005 - Open Space</b>	-	60	60	-	60	-
<b>B007 - Roads and Drainage</b>	29,177	-	29,177	4,121	33,298	11,059
<b>B008 - Water and Sewer</b>	28,620	(7,028)	21,592	-	21,592	8,483
<b>B009 - Waste</b>	4,746	-	4,746	(3,284)	1,462	255
<b>B010 - Plant and Fleet</b>	6,542	-	6,542	(635)	5,907	2,327
<b>B012 - Waterways and Asset Management</b>	2,357	1,348	3,705	(586)	3,119	686
<b>B016 - Corporate Governance</b>	-	-	-	-	-	1
<b>B018 - Finance</b>	690	-	690	(430)	260	11
<b>B019 - Information Management</b>	823	(60)	763	133	896	31
<b>B020 - Human Resources</b>	-	-	-	-	-	-
<b>B021 - General Manager Mgt</b>	-	-	-	-	-	1
<b>B022 - Place Management</b>	3,810	-	3,810	(1,750)	2,060	356
<b>B023 - Sustainability</b>	1,140	(60)	1,080	(370)	710	12
<b>B024 - Economic and Property Development</b>	2,500	-	2,500	(1,800)	700	22
<b>B025 - Community Buildings</b>	1,325	194	1,520	(277)	1,243	270
<b>B027 - Building Certification and Health</b>	30	-	30	-	30	-
<b>B028 - Community Safety and Compliance</b>	-	-	-	-	-	-
<b>B029 - Development Assessment</b>	-	-	-	-	-	-
<b>B030 - Development and Building Mgt</b>	-	-	-	-	-	2
<b>B032 - Corporate Income and Expense</b>	-	-	-	-	-	13
<b>Total</b>	<b>89,388</b>	<b>(5,054)</b>	<b>84,334</b>	<b>(6,302)</b>	<b>78,032</b>	<b>24,975</b>

## Attachment 8 Proposed Budget Amendments

Description	IMPACT BY MAJOR ACCOUNT CATEGORY				
	CAPREV	CAPEX	OPREV	OPEX	P&L RESULT
	+ve Incr. (-ve) Decr.	(-ve) Incr. +ve Decr.	+ve Incr. (-ve) Decr.	(-ve) Incr. +ve Decr.	
<b>ORIGINAL BUDGET &gt;&gt;&gt;&gt;</b>	<b>11,161</b>	<b>89,388</b>	<b>267,020</b>	<b>277,020</b>	<b>(10,000)</b>
<b>Q1 Adopted Budget</b>	<b>11,890</b>	<b>84,334</b>	<b>265,452</b>	<b>275,452</b>	<b>(10,000)</b>
In 2011-12 the Commonwealth Government prepaid 2 of the 2012-13 quarterly Financial Assistance Grant payments, resulting in a significant reduction of operating revenue in 2012-13.	-	-	(5,657)	-	(5,657)
Contribution from Dragon Boat Club towards Dragon Boat Shed at Tacoma.	6	-	-	-	-
Soldiers Beach Surf Club, stairs and fencing. Additional grant funding and matching Council contribution. Council's portion funded by deferral of some playground works in the current year.	20	-	-	-	-
Increase interest income which reflects year to date favourable budget variation, due to higher portfolio balances.	-	-	1,074	(493)	581
Increase borrowing costs as result of LIRS (Local Infrastructure Renewal Scheme) borrowing.	-	-	-	-	-
Revise existing budget for Coast to Lake Scenic Walk to include available grant funding. Additional Council expenditure funded by deferral of some playground works in the current year.	42	-	-	-	-
Realignment of CCWC project team & board costs to reflect revised reporting structure and move excess budget to fund 50% share of contribution to Hunter Water Corp for final payment of Balickera Channel pipeline works.	-	-	-	279	279
Reduce operational budget as Dam Failure Study completed significantly cheaper than expected.	-	-	-	200	200
Reduce contribution to RFS and allocate to bushfire projects.	-	-	30	(30)	-
Purchase land at Manns Rd Fountaindale, as per Council resolution of 12 December 2012.	-	(140)	-	-	-
Draft Wyong Environmental plan Grant funded from Dept of Planning & Infrastructure	-	-	137	(137)	-
Reduce capital works - Civic Centre Air Conditioning, unable to complete in 2012/13, submission made in 2013/14 capital works.	-	228	-	-	-
No grant funding to be received for bushfire control projects reduce income and expense.	(470)	470	-	-	-
Reduction of capital plant purchases in 2012/13 as a result of increased purchases in 2011/12.	-	835	-	-	-
Deferral of Subsoil drainage works at EDSACC North until the 2013/14 financial year. Insufficient funds to complete the whole project this year without partnership funding which is not yet available. It is not effective to attempt to partially complete with the funds currently available.	(80)	180	-	-	-
Reduce Income and expense for credit management collection of outstanding rates and charges - revised process in place.	-	-	(200)	200	-
Decrease Grant funding and expense for fire control works, as actual grant funding is less than anticipated.	(181)	181	(170)	170	-
Drainage Capital works review- including completion of 2011/12 projects.	-	2,828	-	-	-
Roads Capital works review- including completion of 2011/12 projects, Local Infrastructure Renewal scheme (LIRS) , \$2M accelerated backlog plus inclusion of 2012/13 grant funding.	174	(2,900)	700	40	740
Realign Emergency Services budgets (incl RFS and SES) to approved 2012/13 grant allocations.	(566)	486	164	64	228
Capital Works Reduction (Capital Works Committee), savings and deferrals.	(1,290)	9,178	(49)	-	(49)
Community Facilities Income & Expense - Lakelands, Hamlyn Terrace & Cynthia Street.	-	-	74	(74)	-

Proposed Budget Amendments (continued)

Description	IMPACT BY MAJOR ACCOUNT CATEGORY				
	CAPREV	CAPEX	OPREV	OPEX	P&L RESULT
	+ve Incr. (-ve) Decr.	(-ve) Incr. +ve Decr.	+ve Incr. (-ve) Decr.	(-ve) Incr. +ve Decr.	
ORIGINAL BUDGET >>>>	11,161	89,388	267,020	277,020	(10,000)
Q1 Adopted Budget	11,890	84,334	265,452	275,452	(10,000)
Employee Cost savings, full year estimate.	-	-	-	2,200	2,200
Major Projects (Land Management) reduction in expenditure due to duplication of budgets.	-	-	-	629	629
Land Management Mgt reduction in Consultants costs, budget not required.	-	-	-	150	150
Increase Commercial Property Rental revenue.	-	-	75	-	75
Reduction in Coastline Management Plan Project expenditure.	-	-	-	165	165
Integrated Planning Community Strategic Plan reduction in anticipated expenditure, streamlined approach.	-	-	-	60	60
Industrial Special Risk Insurance Premium. Annual premium less than anticipated.	-	-	-	100	100
Remove budget for Financial Systems Operating Lease Rentals, not required.	-	-	-	100	100
Reduce Legal Services Environment & Planning.	-	-	-	150	150
Reduce Street Lighting budget, in line with current expenditure.	-	-	-	50	50
Acceleration program from Councillor workshop. Bring forward projects from 2013/14 .	-	(4,902)	-	-	-
Rehab and associated works at Birmingham Drive Jilliby. Capital upgrade of the natural asset that is the Council Land for access management, signage, drainage works, community engagement, native planting, bush regeneration, access trail works and related rehabilitation works. The objective is to improve landscape condition, biodiversity protection, conservation and bushfire management. Funded by clause 14 of the Wyong LEP 1991 funds.	-	(81)	-	-	-
Rehab and associated works at Brush Road Fountaindale. Capital upgrade of the natural asset that is the Council Land (part of Mark Foster Conservation Reserve) for bush regeneration, access trail works and related rehabilitation works. The objective is to improve landscape condition, biodiversity protection, conservation and bushfire management. Funded by clause 14 of the Wyong LEP 1991 funds.	-	(25)	-	-	-
Rehab and associated works at Prior Road Ourimbah. Capital upgrade of the natural asset that is the Council Land for bush regeneration and related rehabilitation works. The objective is to improve landscape condition, biodiversity protection and conservation. Funded by clause 14 of the Wyong LEP 1991 funds.	-	(35)	-	-	-
Q2 Total Adjustments	(2,345)	6,302	(3,823)	3,823	0
Q2 Proposed Budget	9,545	78,032	261,629	271,629	(10,000)

## Attachment 9 Expenditure on Consultants and Legal Expenditure

Expense (by Department)	Expenditure YTD \$'000	Budgeted Yes/No
<b>Consultants</b>		
Community and Recreation Services Department	42	Yes
Development and Building Department	13	Yes
General Managers Department	821	Yes
Infrastructure and Operations Department	1,549	Yes
Land Management Department	333	Yes
Corporate Income and Expense	4	Yes
<b>Total</b>	<b>2,762</b>	
<b>Legal Fees</b>		
Community and Recreation Services Department	131	No *
Development and Building Department	10	
General Manager's Department	77	
Infrastructure and Operations Department	34	
Land Management Department	7	
<b>Total</b>	<b>259</b>	

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

## Attachment 10 Progress on Principal Activities

	Performance Indicator/ Action Time Frame 1 Year or 4 year	YTD Progress Q2	Comments Q2
<b>Principal Activity 1- Community &amp; Education</b>			
<b>1.01 Community and Cultural Development</b>			
6 community and cultural development programs undertaken		On Track	6 key focus areas this quarter include Access and Awareness, Multicultural, Bridging the Gap, Community Connections, Positive Ageing Programs, Social and Community Enterprise.
20 community education programs provided.		On Track	CARES, Child Restraint Vouchers, Fixed Message Boards, Drink Driving and Safe Partying.
Increase attitudinal change by 25% based on pre and post analysis (following community education programs)		On Track	On average each education program is achieving a minimum of 25% behaviour change. E.g. Traffic Offenders workshop – 50% increase in knowledge, 25% increase in attitude and 25% planned behaviour change.
Increased utilisation of community facilities by 10%		On Track	YTD for exclusive users is averaging 10% increase. YTD for casual hirers is averaging 6%.
Two event / grants community workshops undertaken		On Track	No action this quarter.
5% increase in participation by community committees		On Track	5% increase in participation by community committee achieved.
100% of the targeted revenue budget		On Track	Current income is ahead of YTD budget.
Implement the public arts register and public arts program	1	On Track	Coast to Lake works completed. Commenced mural at Wadalba Amenities and Colongra Bay Hall.
Commence development of Positive Ageing Strategy to respond to the opportunities and challenges of an ageing population	1	On Track	Research phase completed. Community engagement plan developed. Successful grant application submitted for Aged Friendly Communities Grant in partnership with Gosford City Council for regional Positive Ageing Strategy.
Completion of Quality of Life Survey Report with Gosford City Council	1	On Track	1500 telephone survey conducted. Data analysis completed and draft report being developed.
Continued development of The Art House including funding strategy, stakeholder engagement, marketing and business planning	1	On Track	Report submitted to Council to explore a \$12million option of The Art House. Costings and consultations currently being undertaken. EOI submitted for RDAF Round 4 funding round.
Preparation of concept design for Warnervale Community Hub	1	On Track	Accommodation schedule and design brief currently being completed.
Implement key recommendation of the Community Facilities Strategy	1	On Track	Sustainability assessment of all community buildings underway. 50% completed.
Completion of The Art House and commencement of operation as per Business Plan (dependent on securing capital funding)	4	On Track	Report submitted to Council to explore a \$12million option of The Art House. Costings and consultations currently being undertaken. Expression Of Interest (EOI) submitted for Regional Development Australia Fund Round 4 funding round.
Implement key actions from the Community Facility Strategy	4	On Track	Sustainability assessment of all community buildings underway. 50% completed.
Implement key actions from the Learning Communities Strategy	4	On Track	Scoping completed. Project Plan developed for implementation.
Improve accessibility to community facilities	4	On Track	Access audit training has been organised for key Council staff. Audit to be undertaken in 4th quarter.
Implement Cemeteries Plan of Management	4	On Track	No new action this quarter.

	Performance Indicator/ Action Time Frame 1 Year or 4 year	YTD Progress Q2	Comments Q2
<b>Principal Activity 1- Community &amp; Education</b>			
<b>1.02 Community Buildings</b>			
85% of all building maintenance service requests completed within agreed timeframes		On Track	The current level is 93%.
90% of all reported obscene graffiti removed within two working days		On Track	The current level is 100%.
90% of all reported graffiti removed within two weeks		On Track	The current level is 91%.
Refurbish three toilet blocks (Lakes Beach Budgewoi, Redgum Hilltop Park)	1	On Track	No response yet from grant applications.
Complete the realignment of the critical building asset registers within Council's corporate asset management systems	1	On Track	Asset valuation of 653 buildings about to be undertaken which will require extensive changes to the current asset registers as the building valuations are for the first time being carried out at component level.
Upgrade the bulk storage facility at Long Jetty Depot to improve its environmental performance	1	On Track	50% of the project is complete. The works are on schedule, on budget and will meet the designed scope. Major earthworks have been undertaken.
Install a chemical wash down facility at Long Jetty Depot for the weed sprayers based at the Depot	1	On Track	50% completed - slab work down, plumbing about to commence.
Develop a field based IT system to improve the annual asset inspection programme	1	On Track	25% complete.
Refurbish three toilet blocks each year	4	On Track	No response yet from grant applications.
Implement priority actions arising from the adopted Public Toilet strategic plan	4	On Track	
Implement the priority actions arising from the Community Facilities Strategic Plan	4	On Track	Not commenced.
Implement the priority actions arising from the adopted Playground Strategy	4	On Track	Maintenance programme developed and underway to address priority repairs within the timing and budget parameters. Capital works now commencing.

	Performance Indicator/ Action Time Frame 1 Year or 4 year	YTD Progress Q2	Comments Q2
<b>Principal Activity 1- Community &amp; Education</b>			
<b>1.03 Customer and Community Relations</b>			
75% of news reports in the media are 'neutral' to 'positive'		On Track	86% for Quarter 2.
75% of resident e-Panel members satisfaction with information provided		On Track	Not commenced. Due for completion by May 2013.
75% of calls responded at the first point of contact		On Track	80% for Quarter 2.
75% customer satisfaction with the service provided by Customer Contact		On Track	Not commenced.
100% of the targeted revenue budget		On Track	Income currently below budget by \$30K. Due to lower copying and printing expenditure across units and savings using alternative printing sources. This is offset by reduced expenditure.
Develop Brand and Reputation Strategy and implement plan that identifies objectives, identity, culture, image and market segments by June 2013	1	On Track	Request for Proposal currently out to market.
Develop a Communications and Marketing Strategy by June 2013	1	On Track	Developed key objectives from Annual Plan strategy. Conducted social media training with key units to determine marketing needs.
Develop Website Phase 2 Strategy by December 2012	1	Not on Track	Further consultation with users held in December. This will delay the finalisation of strategy to March 2013.
Conduct a community survey to seek feedback on service levels for future planning by December 2012	1	Project Completed	Completed in November 2012 as part of the Service Standards Review (SSR) project.
Investigate opportunities for alternative formats for providing information including languages other than English, audio and electronic formats, Braille and large print by June 2013	1	On Track	Initial investigations completed. This will be incorporated into the Communications and Marketing Strategy.
Conduct an End User Review to determine all customer interactions across all services by December 2012	1	Project Completed	Initial report completed. Phased implementation of recommendations with Phase 1 commencing in February 2013. Phase 2 incorporated into 2013/14 Annual Plan actions.
Promote awareness of Customer Service Charter and procedures to support Customer Feedback and Complaints Management Policy by December 2012	1	Not on Track	Action incorporated into Phase 1 actions as noted under End User Review.
Conduct a community reputation survey by March 2015	4	On Track	Not commenced.
Devise evaluation framework to measure effectiveness of community engagement by June 2014	4	On Track	Identifying components to evaluate framework.
Increase the range of self-help services available online to customers by June 2015	4	On Track	Not commenced.
Develop an Online Business Strategy for customers and partners to do online business with Council by June 2014 (partner with IM)	4	On Track	Initial data collected from Customer End User Review included as baseline information.
Develop a Customer Relations Mapping system to capture customer views on Council's Services by June 2014	4	On track.	Not commenced.
Conduct annual Customer Surveys and analysis to identify needs and preferences by June 2017	4	On track.	Not commenced.

	Performance Indicator/ Action Time Frame 1 Year or 4 year	YTD Progress Q2	Comments Q2
<b>Principal Activity 1- Community &amp; Education</b>			
<b>1.04 Community Lifelong Learning</b>			
Finalise Library Service Strategic Plan in consultation with the State Library NSW by end of December 2012		On Track	Draft will be circulated to staff in January so that a final draft can be prepared for Council consideration.
100% of the targeted revenue budget		On Track	Libraries income is ahead of YTD Budget. Care and Education is below YTD budget however this is being offset against a reduction in expenditure which is producing a favourable net operating result.
5% increase in overall customer interaction (including: programs, website, WiFi, PC usage, loans and door count)		On Track	3 areas (programs, attendees and website views) are on track or exceeding individual YTD targets. Loans are under target, but expected to improve as loans of e-resources increase. Library visits figures are showing as under YTD target, however this reflects anomalies with door count technology which is being addressed. WiFi use is a new indicator. As expected, as the use of WiFi increases PC usage has decreased.
An increase in membership of 2% on 2011/12		On Track	5.81% YTD increase.
Implement Learning Communities Strategy priority actions	1	On track	Refining the agreement for delivery of the pilot Open University Australia (OUA). Connect sessions through the Library Service. Negotiated the delivery of a TAFE Outreach course at Lake Haven Library and The Central Coast Conservatorium activities in Library. Lifelong Learning School Awards and associated sponsors at 21 schools (December 2012) and supported the delivery and organised sponsor partners for the Library inaugural Short Story Competition and Awards (Sept-Dec 2012). Planned Ngroo cultural awareness training for early childhood sector to be delivered in May 2013.
Undertake National Poetry Slam pilot site	1	Project Completed	
Explore opportunities to bring music and art based experiences into the library through external collaboration and partnership	4	On Track	Agreement reached with The Central Coast Conservatorium of Music for delivery of activities at Tuggerah Library in January 2013.
Implement priority actions from Library Strategic Plan	4	On Track	Not commenced.



	Performance Indicator/ Action Time Frame 1 Year or 4 year	YTD Progress Q2	Comments Q2
<b>Principal Activity 2- Community Recreation</b>			
<b>2.01 Open Space</b>			
> 85% of service request completed within the allocated timeframe		On Track	Currently sitting at 85.9% across all Open Space sections. 1925 Service Requests (SR) to date.
> 39 million square metres of mowing completed annually		On Track	25,358,542 square metres mowed to date.
> 1000 trees planted annually		On Track	453 Trees planted to date.
> 3000 cubic metres of wrack collected annually		On Track	Minimal wrack collection has been undertaken due to the dredging program being undertaken. This program is completed and the wrack harvester will likely meet required outcomes.
> 400 active Landcare volunteers		On Track	Currently 425 landcare volunteers.
100% of the targeted revenue budget		On Track	Current income is ahead of estimated for usage of sports fields, tennis courts and parks.
Development of strategic plan for refurbishment/replacement of beach assets	1	On Track	Data collection completed and plan to be started shortly.
Undertake a large scale nursery improvement program subject to Federal biodiversity grant funding	1	Not on Track	Grant funding unsuccessful. Project not proceeding.
Implementation of new high efficiency broad acre mower to increase levels of service	1	Project Completed	Level of service increased in Park & Reserves with all 208 active parks mowed every 3 weeks in summer.
Review effectiveness of each wetland and determine major works required	4	Project Deferred	

	Performance Indicator/ Action Time Frame 1 Year or 4 year	YTD Progress Q2	Comments Q2
<b>Principal Activity 2- Community Recreation</b>			
<b>2.02 Sport, Leisure and Recreation</b>			
No deaths at Council patrolled beaches during normal lifeguard hours		On Track	There have been no deaths during normal lifeguard duties.
Projects meet time, quality and cost targets		On Track	95% on Track 'Natural play area' designs have been completed for the playgrounds at Rowan/Hillary Park Gorokan, Brent Close, Gorman Close Reserve Watanobbi and George Fulcher Park. Works completed to upgrade Vales Point Boat Ramp at Mannering Park. Change room renovations at Toukley Aquatic Centre have been completed. The Entrance Ocean Baths buildings was re-painted, Lake Haven squash courts re-painted and the basket ball courts resurfaced by contractor (YMCA).
100% of the targeted revenue budget		On Track	Revenue is on target to meet or improve on the budgeted income.
Aquatic Infrastructure strategy is adopted by June 2013	1	On Track	Not commenced.
Trails in Natural Areas strategy is commenced	1	On Track	Background research has commenced.
Masterplans developed for Boat Harbour recreational area developed by June 2013	1	On Track	No further work during this quarter. Due to commence in Q3.
Masterplan developed for Tunkawallin sporting precinct by December 2012	1	On Track	Prepared draft masterplan.
Subsoil drainage constructed at The Entrance North by June 2013	1	Project Deferred	
Subsoil drainage constructed at Ourimbah by June 2013	1	Project Completed	Construction of sub-soil drainage completed.
Implement priority actions from the adopted Playground Strategy	1	On Track	Designs for 5 playgrounds are complete.
Commence Stage 3 of the Norah Head Boat Ramp	1	On Track	We are continuing to work on stage 2, the design stage, to reduce costs and improve navigation. Awaiting external funding to be announced in Q3.
Feasibility study of the area between the freeway and Mardi landfill site – future sports fields	4	On Track	Not commenced.
Continue implementation of the key actions out of the Playground Strategy	4	On Track	Year 1 key actions implementing the strategy are on track. Designs for 5 parks are completed.
Implement key actions out of the Masterplans for Tunkawallin and Boat Harbour	4	On Track	Not commenced.
Implement priority actions from the following strategies:	4		
> Aquatic Infrastructure Strategy		On Track	Not commenced.
> Playground Strategy		On Track	Designs for 5 playgrounds are complete.
> Tennis Strategy		On Track	Not commenced.
> Greening Wyong		On Track	Year 1 key actions implementing the strategy are on track. Tree planting works have commenced in priority parks.
On road bicycle and shared pathway strategy	4	On Track	Initiated contact with Gosford City Council to co-ordinate approach to bicycle facilities on Central Coast.

	Performance Indicator/ Action Time Frame 1 Year or 4 year	YTD Progress Q2	Comments Q2
<b>Principal Activity 3- Economic and Property Development</b>			
<b>3.01 Place Management</b>			
Complete the detail design and tender documentation for the development of Stage 1 of Frank Ballance Park in Wyong by December 2012		On Track	Concept Design complete and presented to Councillor briefing. Pt5 assessment complete and now processing to detailed design.
100% of the targeted revenue budget		On Track	
Commence the implementation of the streetscape improvement for the Central Coast Hwy through Long Jetty by December 2012		KPI Achieved	Physical works commenced in this quarter - planter boxes, flag poles and seats installed. Painting of shop facades continuing.
Commence the biennial review of the list of properties designated as Key Iconic Development Sites by June 2013		On Track	Preparatory work completed - review to commence in Q3.
Commence the construction of Stage 1 of Frank Ballance Park	1	On Track	At risk: Subject to drainage culverts under the park being upgraded by Council prior to park construction commencing.
Commence the implementation of The Entrance Town Centre Masterplan including the programme of replacing the tiles in The Entrance	1	On Track	Report on replacement material (granite pavers) to be considered by Council on 23/1/2013.
Commence implementation of the Toukley Town Centre Masterplan.	1	On Track	Preparatory work completed - projects to commence in Q3.
Commence implementation of the streetscape improvement for the Central Coast Hwy through Long Jetty	1	KPI Achieved	Physical works commenced in this quarter - planter boxes, flag poles and seats installed. Painting of shop facades continuing.
Continue to liaise with the owners of the 28 key iconic sites with the aim of achieving economic and sustainable development of sites	1	On Track	Liaison with land owners continuing.
Commence the biennial review of the list of properties designated as Key Iconic Development Sites	1	On Track	Preparatory work completed - review to commence in Q3.
Complete the construction of stage 1 of Frank Ballance Park	4	On Track	At risk: Subject to drainage culverts under the park being upgraded by Council prior to park construction commencing.
Continue the tile replacement program at The Entrance	4	On Track	Report on replacement material (granite pavers) to be considered by Council on 23/1/2013.
Continue to prepare and implement Town Centre Masterplans (Toukley, The Entrance, Wyong, Budgewoi, Bateau Bay, Lake Haven, Long Jetty, Ourimbah, Canton Beach, Pacific Highway/Alison Road, Killarney Vale and Norah Head).	4	On Track	
Develop Urban Design Guidelines / DCP for the Shire	4	On Track	
Continue the implementation of the streetscape improvement for the Central Coast Hwy through Long Jetty	4	KPI Achieved	Physical works commenced in this quarter - planter boxes, flag poles and seats installed. Painting of shop facades continuing.

	Performance Indicator/ Action Time Frame 1 Year or 4 year	YTD Progress Q2	Comments Q2
<b>Principal Activity 3- Economic and Property Development</b>			
<b>3.02 General Manager Major Projects</b>			
75% of projects delivered on time, and within scope and budget as reported against the approved project plan		On Track	
70% ROI achieved vs projected/ forecast			
Detailed concept plan developed for Warnervale, Hill Top Park by August 2012	1	On Track	Will be completed as part of the Hilltop Park masterplan design process.
Detailed design documents for Warnervale, Hill Top Park by October 2012	1	Project Deferred	
Review Warnervale tip rehabilitation action plan against impact on design documents for Hill Top Park by August 2012	1	On Track	Will be completed as part of the Hilltop Park masterplan design process.
Prepare planning and cost studies to support preferred option for the community centre at Warnervale by October 2012	1	Project Deferred	
Construction of access road for Warnervale Town Centre by Dec 2014	1	On Track	Deed of Agreement for the entry road has been agreed to in principle by Fabcot, Landcom and Council. Roads and Maritime Services (RMS) is managing the intersection design and construction.
Establish a register of sites appropriate for development of aged housing	1	On Track	List is currently being compiled.
Review Town Centre development options for the Ourimbah Masterplan by August 2012	1	On Track	Detailed will be incorporated into the masterplanning process.
Make submissions and recommendations on development opportunities to leverage Councils financial position for Warnervale Airport and Denning / Short St car park by December 2012	1	Project Deferred	This will be dealt with separately as part of development plans for each individual site.
Complete Warnervale, Hill Top Park	4	On Track	On track as part of masterplan design.
Warnervale tip site rehabilitated	4	On Track	
Implement Warnervale Community Centre project plan	4	On Track	
Implement Warnervale entry road and Sparks Road intersection network project plan	4	On Track	Deed of Agreement for the entry road has been agreed to in principle by Fabcot, Landcom and Council. Roads and Maritime Services (RMS) is managing the intersection design and construction.
Implement Phase 2 of the Ourimbah Masterplan	4	On Track	
Implementation of Warnervale Airport Masterplan	4	On Track	

	Performance Indicator/ Action Time Frame 1 Year or 4 year	YTD Progress Q2	Comments Q2
<b>Principal Activity 3- Economic and Property Development</b>			
<b>3.02 General Manager Major Projects</b>			
Review standard lease template to ensure compliance with contemporary commercial practice by 30 December 2012		On Track	Review now required by General Counsel.
New lease revenue of \$500K achieved by 30 June 2014		On Track	Lease revenue has increased by approximately \$300K. Additional lease income of \$222K is still contingent on these developments achieving a successful DA.
Develop a Property Development and Investment Strategy by 30 June 2013		On Track	First draft completed.
Develop a Tourism Infrastructure Plan by June 2013		On Track	Draft Plan being finalised.
100% of the targeted revenue budget		Not on Track	Land Sales budgeted revenue unlikely to meet target.
Review standard lease template to ensure compliance with contemporary commercial practice	1	On Track	Review now required by General Counsel.
Identify and develop a project plan for 3 key property development opportunities	1	On Track	Project planning is currently being reviewed and finalised for a small residential subdivision.
Identify 3 new property investment ideas in accordance with the Development and Investment Strategy	1	On Track	In the process of considering long term leases of a commercial building and cinema complex.
Development detailed project plans for 5 iconic sites	4	On Track	Oasis site has proceeded to detailed design and preparation of a staged DA.
Build a long term (greater than 5 year) property development portfolio that will enable Council to roll out development projects in excess of \$5m per annum	4	Not on Track	Still in the early stages of development.

	Performance Indicator/ Action Time Frame 1 Year or 4 year	YTD Progress Q2	Comments Q2
<b>Principal Activity 4- Council Enterprises</b>			
<b>4.01 Care and Education</b>			
All centres conform with the <i>National Quality Standard</i>		On Track	All centres are compliant with National Quality Framework (NQF) requirements. Quality In Progress (QIP's) have been completed by all centres and they are actively working towards the identified goals.
Child care budgeted utilisations are met		On Track	The YTD average utilisation is 85.3%, which is 0.8% above the budgeted average annual utilisation target of 84.5%.
100% of the targeted revenue budget		On Track	YTD revenue is down however the YTD result is favourable to budget.
Implementation plan developed for compliance with "National Quality Framework" to 2020 by the end of December 2012	1	On Track	Draft report has been completed and submitted to the director of Community and Recreation Services for comment and or approval.
Asset upgrade strategy for each child care site developed by April 2013	1	On Track	Initial concept ideas have been provided by designer and prioritised works have been identified. Quotes to establish costing of works have been attained and factored into capital works schedule for approval of funds.
Undertake service changes in Care and Education that model sustainable business practice to the community and children/families	4	On Track	Commenced initial training for staff on sustainable practice green living.
Introduce electronic portfolios for children	4	On Track	TV monitors all installed. All sites now confirm 3G connectivity and data port availability. Tablets trial successful and an order has now been made to purchase remaining 12 tablets.
Implement asset upgrade strategy for childcare centres	4	On Track	Program of works identified , prioritised and submitted into future CAPEX budget proposals.
<b>4.02 Holiday Parks</b>			
56% occupancy rate of available tourist cabin site nights		On Track	Occupancy is 49.5%.
Financial surplus of \$1.5M achieved by 2015/16		On Track	The work we are undertaking this year will set the foundations to achieve this surplus in later years.
29% occupancy rate of available tourist site nights for caravan and camping (powered and unpowered, camping, drive through, ensuite sites)		On Track	Occupancy is 20.7%. It is noted that tourist sites are increasing as long term casual holiday vans move out of the park and vacate sites. This is being closely monitored and marketing is anticipated to improve this.
100% of the targeted revenue budget		On Track	We are on target for the year to date revenue.
Undertake the key work for 2012/13 as identified in the new Business Strategy	1	On Track	Camp kitchen completed at Canton Beach Holiday Park. New Barbeques installed at Canton Beach and Toowoon Bay Holiday Parks. Commenced installation of security cameras at all parks.
Develop a five year marketing strategy	1	On Track	Draft commenced.
Undertake the key work for the current year as identified in the new Business Strategy	4	On Track	The new strategy has been endorsed by Council. There is no work to commence in this year.
Implement the marketing strategy	4	On Track	All third party websites i.e. Wotif were reviewed. Updating commenced as a result.

	Performance Indicator/ Action Time Frame 1 Year or 4 year	YTD Progress Q2	Comments Q2
<b>Principal Activity 5- Regulatory</b>			
<b>5.01 Building Certification and Health</b>			
<20 working days net median processing times for residential development applications		On Track	16 days achieved.
Maintain 70% of the total market share for Construction Certificate applications		On Track	77.61% achieved.
Maintain 35% of the total market share for Complying Development applications		On Track	56% achieved.
225 food business inspections conducted each quarter		Not on Track	283 inspections undertaken YTD.
100% of the targeted revenue budget		Not on Track	There is currently a shortfall in revenue of approx \$178k. This is offset by \$424k savings in expenditure.
The introduction of mobile technology which will enable development assessments to be conducted in the field, providing greater efficiency, customer service and quality of assessment	1	On Track	Devices have been ordered and will be rolled out to staff over the remainder of the year.
Develop a robust system which enables the negotiation of fees for Certification services for defined commercial clients in accordance with a strict governance framework	1	On Track	Audit process has been discussed with Internal Auditor. Further work to occur over the coming months. Fees & Charges have been amended to alleviate this issue.
Participate in the pilot Electronic Housing Code Project to allow customers to submit Complying Development applications online, and allow staff to process applications online	1	On Track	This project is on track and it is expected that the Electronic Housing Code system will be available to Wyong Shire residents early 2013.
Enhance the use of mobile technology to allow for greater utilisation across the Residential Development assessment process	4	On Track	This project is on track and it is expected that the Electronic Housing Code system will be available to Wyong Shire residents early 2013.
Process improvements, utilising mobile technology to achieve <5 days median processing times for Complying Development Certificates	4	On Track	This project is on track and it is expected that the Electronic Housing Code system will be available to Wyong Shire residents early 2013.
Expand online building inspection booking to all of Council customers.	4	On Track	On-line inspection booking is available to all customers. Further work to promote and enhance this service to provide greater integration with Council's systems is required. Pathway Smart Client is expected to help this process.

	Performance Indicator/ Action Time Frame 1 Year or 4 year	YTD Progress Q2	Comments Q2
<b>Principal Activity 5- Regulatory</b>			
<b>5.02 Compliance and Regulation</b>			
No less than 90% of all animals in the Animal Care Facility (ACF) are re-homed		On Track	All animals able to be saved that were received at the Animal Care Facility (ACF) this quarter have been re-homed.
The number and value of companion animal related penalty notices is reported		On Track	Reported monthly to Director and General Manager.
The number and value of parking related penalty notices is reported		On Track	Reported monthly to Director and General Manager.
100% of the targeted revenue budget		On Track	
No less than 400 companion animals are registered on average per month over the 12 month period	1	On Track	2373 registered for 6 months to end December 2012.
Not less than 75% of all complaints for Ranger services, land use compliance, and auditing are substantially responded to within 0-5 days. (Substantially responded to includes acknowledging the complainant by phone, e-mail, letter or on-site visit but does not mean the complaint will be completed within that time)	1	KPI Achieved	All service requests are automatically responded to upon receipt.
No less than 450 residential swimming pools are inspected within the 12 month period	1	On Track	555 inspections carried out for 6 months to end December 2012.
Implement portable in-vehicle computers connected to Council's On-line system to allow access to data in field and reduce time spent on administration	4	On Track	Research and investigation underway to scope a suitable solution.
<b>5.03 Development Assessment</b>			
< 40 net median working days processing times for priority development applications		On Track	22 days net median working days achieved for priority development applications.
< 25 net median working days processing times for development applications (Class 1(a)(ii) and 2-9)		On Track	12.25 days net median working days for development applications.
< 25 net median working days processing times for Part 5 matters		On Track	2 net median working days processing time for Part 5 matters.
< 30 working days in accordance with statutory notification period for State Significant Development		On Track	
< 15 net median working days to process Subdivision Construction Certificates		On Track	4 net median working days for Subdivision Construction Certificates.
< 25 net median working days processing times for Tree Applications		On Track	3 net median working days for Tree Applications.
85% of service requests to be completed within the timeframe of the respective service level agreement		On Track	92% of service requests completed within SLA timeframe.
100% of the targeted revenue budget		On Track	Current shortfall in DA fees being offset by salary savings.
Implement mobile technological tools to streamline current practices and provide a more efficient, accessible service to the public	1	On Track	In progress.
Implement mobile technological tools to streamline current practices and provide a more efficient, accessible service to the public	4	On Track	In progress.



	Performance Indicator/ Action Time Frame 1 Year or 4 year	YTD Progress Q2	Comments Q2
<b>Principal Activity 6- Environment and Land Use</b>			
<b>6.01 Environment and Natural Resources</b>			
Implement Year 2 actions of the Coastal Zone Management Plan by 30 June 2013		On Track	
Preparation of Biodiversity Management Plan by 30 June 2013		Not on Track	Project plan to be reviewed on return of Project Manager.
Complete 2012/13 stage of the EMS (Environmental Management Strategy) by 30 June 2013			
Commence baseline monitoring Porters Creek Stormwater Harvesting Scheme and Precinct 7A for by 30 June 2013		On Track	
Complete the annual Environmental Assurance (auditing) program by 30 June 2013			
100% of the targeted revenue budget		On Track	
Undertake coordination and implementation of year 2 of the Coastal Zone Management Plan	1		
Preparation of Biodiversity Management Plan	1	Not on Track	Project plan to be reviewed on return of Project Manager.
Complete 2012/13 stage of the EMS (Environmental Management Strategy)	1		
Commence coordination of baseline monitoring for Porters Creek Stormwater Harvesting Scheme and Precinct 7A subject to project funding	1	On Track	
Complete the annual Environmental Assurance (auditing) program	1		
Continue to implement adopted Coastal Zone Management Plan actions for years 2-5	4		
Implement program of works and actions of the adopted Biodiversity Management Plan	4	On Track	Newly appointed Project Manager has been on approved leave without pay since beginning of December 2012, to return 29/1/2013. 0.6 resource allocated to project has been transferred to the new Waterways Unit. Project plan to be reviewed on return of Project Manager.
Completion of the Natural Assets section of the Asset Management Strategy, incorporating mechanisms for financing the long-term management and maintenance of Council's natural assets	4	On Track	With recent restructure, including transfer of staff resources out of the former Environment and Natural Resources Unit, the staff resource allocation and timeframe for this project will be required to be reviewed.
Completion of biodiversity mapping for inclusion into the shire wide Local Environmental Plan	4	On Track	
Revisit the Natural Resources Sustainability Strategy to incorporate data and outcomes from the Natural Assets Strategy and biodiversity mapping	4	Not on Track	With recent restructure, including transfer of staff resources out of the former Environment and Natural Resources Unit, the staff resource allocation and timeframe for this project will be required to be reviewed.

	Performance Indicator/ Action Time Frame 1 Year or 4 year	YTD Progress Q2	Comments Q2
<b>Principal Activity 6- Environment and Land Use</b>			
<b>6.02 Land Use Planning and Policy Development</b>			
2012/13 projects are completed on time and in accordance with approved budget as identified within the approved project plan		On Track	
100% of the targeted revenue budget		On Track	
Review and finalisation of the existing draft Shire Wide s94 Contributions Plan	1	On Track	
Prepare, review and finalise Voluntary Planning Agreements (VPA's)	1	On Track	
Finalise draft Wyong Local Environmental Plan (WLEP) 2012	1	On Track	
Finalise draft Wyong Development Control Plan (WDPCP) 2012	1	On Track	
Finalise rezoning, DCP, s94 Plan for Precinct 7A	1	On Track	
First draft completed of the Ourimbah Masterplan study	1	Not on Track	Project scope to be reviewed in light of advice from the University of Newcastle on the future strategic direction for the Ourimbah Campus.
Finalise Wyong Employment Zone (WEZ), DCP, and s94 Plan	1	On Track	
Commence Amendment 1 to WLEP and WDPCP 2012	1	Not on Track	Commencement of this project relies on Council adoption of key strategic studies currently being undertaken, namely the Employment Lands Study, Retail Strategy Review and Affordable Housing Study.
Finalise rezonings submitted prior to and during draft of WLEP 2012	1	On Track	
Review current Landscape Policy	1	On Track	Unit resources have been priorities on finalising key strategic plans and strategies which facilitate employment and economic stimulus. Project will commence once available resources are available.
Review and update the Wyong Local Approval Policy	1	On Track	
Finalise Ourimbah Masterplan	4	Not on Track	Project scope to be reviewed in light of advice from the University of Newcastle on the future strategic direction for the Ourimbah Campus.
Review of the Central Coast Regional Strategy	4	Not on Track	Commencement date to be determined by Department of Primary Industries (DoPI).
Review range of Council development related policies	4	On Track	
Commence implementation of actions identified in the adopted Wyong Shire Settlement Strategy	4	Not on Track	Timing subject to the adoption of final Settlement Strategy and staff resource allocation.
Finalise Amendment 1 to the WLEP & WDPCP 2012	4	Not on Track	To commence upon finalisation of Retail Strategy Review, Employment Lands Study and Affordable Housing Study.
Commence Review of the "Valleys Study"	4	Not on Track	Timing subject to the adoption of final Settlement Strategy and staff resource allocation.

	Performance Indicator/ Action Time Frame 1 Year or 4 year	YTD Progress Q2	Comments Q2
<b>Principal Activity 6- Environment and Land Use</b>			
<b>6.03 Environment and Planning Services Major Projects- Estuary Management</b>			
195.5 ha of streambank rehabilitation delivered on time and budget for 2012/13 financial year		On Track	Awaiting further data from project partners next week to update figures. This target will be exceeded with over 159.49ha over-achievement from the previous financial year counting toward this year's target.
80 ha of Weeds of National Significance removed on time and budget for 2012/13 financial year		On Track	This target is on track and is likely to exceed 80ha this financial year.
160 ha of vertebrate pest controlled on time and budget for 2012/13 financial year		On Track	Total target for 2011/12 and 2012/13 was 160ha. Currently 360ha have been managed to reduce the impacts of vertebrate pests.
Federally calculated 0.42 indigenous engagement/participation and 1 indigenous group engaged delivered on time and budget for 2012/13 financial year		On Track	Indigenous participation has commenced using Youth Connections and Tentacle Bush Regeneration company. Pioneer Dairy is also planning to engage indigenous participation.
30 land managers engaged and 280 ha of improvement land management practices delivered on time and budget for 2012/13 financial year		On Track	Awaiting further data from project partners next week to update figures. Total target for 2011/12 and 2012/13 was 100 land managers engaged. Currently 116 land managers have been involved.
328 volunteers/participants and 3 community groups engaged in Natural Resource Management		On Track	Awaiting further data from project partners next week to update figures. Total target for 2011/12 and 2012/13 was 656 volunteers and 7 community groups. Currently over 700 volunteers and 7 community groups have been engaged.
Success and delivery of MERI and communications program delivered on time and budget for 2012/13 financial year		On Track	All Monitoring Evaluation Reporting Improvement (MERI) and Communications targets and expenditure are being met for 2012/13.
100% of the targeted revenue budget		Not on Track	Delivery of the Environment Management Plan (EMP) is currently heavily reliant on grant funding. Future grant funding opportunities will be identified this financial year and applied for as they become available.
Implement the stormwater treatment and improvement program	1	On Track	1 Project completed and 2nd project close to completion. 3-4 planned to be completed this financial year.
Following completion of the Caring for our Country program, a full review of the status of the Tuggerah Lakes Estuary Management Plan will need to be undertaken to review the program completed over the previous 5 years and to determine the priority programs for the next 5 years. The 4-year delivery plan will depend on the results of the comprehensive review and available funding.	4	On Track	The full review of the Environment Management Plan (EMP) will depend on if and when a dedicated budget has been allocated post the Caring for our Country grant (30 June 2013). The 4-year delivery plan will depend on the results of the comprehensive review and available funding.
Develop a maintenance framework and regime for ongoing maintenance of work completed under the Estuary Management Plan	4	On Track	This will be developed if and when a dedicated budget has been allocated post the Caring for our Country grant (30 June 2013).

	Performance Indicator/ Action Time Frame 1 Year or 4 year	YTD Progress Q2	Comments Q2
<b>Principal Activity 6- Environment and Land Use</b>			
<b>6.03 Environment and Planning Services Major Projects-Sustainability within Council</b>			
Commence roll-out Sustainability Strategy by 30 June 2013		Not on Track	Preliminary research and scoping undertaken.
Develop 2 Sustainability Advantage Modules		On Track	Worked with Integrated Planning staff to deliver S/A 'Business Planning for Sustainability' Module to selected Service Unit Business Plan (SUBP) Managers .
Develop 4 Climate Change Adaptation Workshops		On Track	Staff member away on long service leave this quarter.
100% of the targeted revenue budget (\$918K) is achieved			n/a
Develop Draft Sustainability Strategy by 30 June 2013	1	Not on Track	Preliminary research and scoping undertaken.
Support in developing Service Unit Business Plan, departmental and service unit level sustainability targets and KPI's	1	On Track	Worked with Integrated Planning staff to deliver S/A 'Business Planning for Sustainability' Module to selected SUBP Managers. Incl 4 consultant facilitated workshops. Intergrated Planning (IP) then rolled out additional 5 workshops and 2 informal sessions.
Complete the milestones in Sustainability Advantage Program	1	On Track	As outlined above for Business Planning Module. Resource Recovery Module has further potential for staff educational focus as staff resource permits.
Conduct (limited) Sustainability awareness workshops	1	On Track	S-Team co-ordinated a 'Take 3' lunch time talk session launching the new 'Boomerang Bags' initiative.
Facilitate S-Team	1	On Track	S-Team co-ordinated a 'Take 3' lunch time talk session launching the new 'Boomerang Bags' initiative.
Climate Change Adaptation Planning to be developed by 30 June 2013	1	On Track	Staff member away on long service leave this quarter.
Implement Sustainability Strategy	4	On Track	
Climate Change Adaptation Planning	4	On Track	

	Performance Indicator/ Action Time Frame 1 Year or 4 year	YTD Progress Q2	Comments Q2
<b>Principal Activity 7- Waste Management</b>			
<b>7.01 Waste</b>			
50% diversion of domestic (household) waste from landfill		On Track	YTD trend is slightly below target (49.8%) which is due to normal seasonal trending. Figures historically increase during the warmer months.
100% of registered premises supplied with waste services as per contract		KPI Achieved	
100% of the targeted revenue budget		Not on Track	Budget tonnages were based on 2009/10 volumes. The volume of waste going to the landfill has decreased significantly in 2010/11 and 2011/12 as a result of the incremental increases in the Waste Levy. This has consequently reduced the revenue for waste. A review of the budgeted volumes will be undertaken and adjusted if required. The reduced volumes through the gate also resulted in a corresponding reduction in expenses (primarily due to reduced s88 state government levies).
Integrated anti-Litter and Illegal Dumping Plan developed and implemented by June 2013		On Track	Annual actions continue to be implemented on track. Ongoing collaboration with relevant Units across Council will continue in Q3. The waste unit will map and document integrated actions and outcomes. Further funding opportunities may become available as a result of the results of the NSW Waste Levy Review, due to be released January 2013.
100% of the scheduled waste services provided in accordance with contract		KPI Achieved	
Implement a risk management and audit program	1	Project Completed	
Focus on illegal dumping. Options for consideration are:	1		
> Reviewing contribution to Compliance and Regulation for dedicated additional Rangers	1	Not on Track	Review undertaken - additional funding and Full Time Equivalents (FTEs) will not be provided during 2013/14.
> Waste to directly employ illegal dumping Rangers	1	Not on Track	This program is subject to the establishment of additional Full Time Equivalents (FTEs) in the Waste Unit which will not occur in 2013/14. The Hunter and Central Coast Regional Environmental Management Strategy (HCCREMS) report has been considered by Director IM and Director E&PS. Future progress also hinges on potential NSW government funding for a regional RID Squad, which will be clarified with the release of the Waste Levy Review in January 2013.
Cover the staged process in Preliminary Site Investigation (PSI), Detail Site Investigation (DSI), Remediation Action Plan (RAP) for each of the 7 Closed landfills	1	On Track	Remediation action program for closed landfill sites is on track.
To initiate the establishment of 4 soil processing and waste management facilities	1	On Track	Investigations on alternative initiatives are underway.

	Performance Indicator/ Action Time Frame 1 Year or 4 year	YTD Progress Q2	Comments Q2
<b>Principal Activity 7- Waste Management</b>			
<b>7.01 Waste</b>			
Develop and implement a program to move towards the NSW domestic waste diversion target for resource recovery (or diversion from landfill) by 2014 by means of the following:	4	Not on Track	This program is subject to the establishment of additional Full Time Equivalents (FTEs) in the Waste Unit which is not to occur during 2012/13.
> Education and awareness	4		
> Behavioural change programs	4		
> Additional process initiatives and landfill operations	4		
Continue to explore opportunities through the Regional Waste Strategy between Gosford and Wyong	4	Not on Track	The Central Coast Regional Waste Strategy between Gosford and Wyong Councils is currently on hold pending a decision from Gosford Council to proceed.
Development strategy for area 4 at Buttonderry Waste Management Facility (BWMF)	4	KPI Achieved	Area 4 strategy completed.
Development Strategy for area 5 at BWMF	4	Not on Track	Awaiting outcome of Central Coast Regional Waste Strategy.
Develop and implement a new technology and more sophisticated Database and access control system for BWMF	4	On Track	Final documents for Expressions of Interest in the process of being prepared.
Development of alternative waste technology / treatment (AWT)	4	Not on Track	Awaiting outcome of Central Coast Regional Waste Strategy.
Identify, maximise and keep end use options open for future development	4	Project Completed	Options report presented and adopted by the General Manager.

	Performance Indicator/ Action Time Frame 1 Year or 4 year	YTD Progress Q2	Comments Q2
<b>Principal Activity 8 &amp; 9- Roads and Stormwater</b>			
Deliver at least 80% of the Capital Works budget as a measure of time and cost		On Track	The Capital Works program is currently ahead of schedule.
Meet the Asset Sustainability Ratio Target		On Track	The Capital Works renewal program is on track.
Manage OPEX budget within + / - 5% variation		On Track	Actual YTD operating expenditure is \$18.9M with a YTD Budget of \$19.7M (underspend of 3%). With corporate overheads and other costs yet to be included, this variation will be less and it is therefore anticipated that the KPI will be achieved.
Complete 90% of approved asset inspection program		On Track	55% completed as at end of Quarter 2.
100% of the targeted revenue budget		On Track	
Undertake a review of pothole patching technology, techniques and resourcing and implement recommendations to deliver best value	1	On Track	Investigations and report completed. Implementation of recommendations has commenced.
Implement measures to reduce the quantity of wastes generated from construction and maintenance activities and pursue opportunities for reuse/recycling of those generated to reduce costs and improve sustainability	1	On Track	There has been a reduction in the quantity of internal material taken to Buttonderry. Measures implemented include reducing waste as part of the design, making full use of new resource recovery exemptions which came into effect earlier this year and the transport of material to Vales Point Ash Dam. 6,050t of material has been diverted directly from job sites to the Ash Dam YTD.
Develop and implement formal Boundary and Adjacent Roads Agreements in association with Gosford, Cessnock, and Lake Macquarie City Councils which define responsibilities, promote cooperation, provide equity, and improve service efficiency	1	On Track	Draft Boundary and Adjacent Road Agreement has been completed for Gosford City Council. Contact has been initiated with Cessnock and Lake Macquarie City Councils with a view to developing and implementing agreements.
Construct and maintain shared pathways in accordance with adopted On-Road Bicycle and Shared Pathway Strategy and Action Plan	1	On Track	Designs are underway.
Pursue funding opportunities for increased shared pathway construction	1	On Track	Roads and Maritime Services has approved 50/50 funding for the 2012/13 shared pathway program. Further funding opportunities will be pursued.
Develop community and technical based Levels of Service	4	On Track	
Meet the projected renewals in the Asset Management Plan in order to reduce on-going maintenance costs from deteriorating assets and meet the demands of an increasing asset base due to growth	4	On Track	The Capital Works renewal program for 2012/13 is on track. Council endorsed an additional \$2M at the Council meeting held on 28 November 2012.
Act as a key stakeholder in the implementation of the Central Coast Water Corporation and implement service level agreements	4	On Track	
Implement strategic capital works programming using asset management systems	4	On Track	

	Performance Indicator/ Action Time Frame 1 Year or 4 year	YTD Progress Q2	Comments Q2
<b>Principal Activity 10 &amp; 11- Water and Sewerage</b>			
OPEX does not exceed the agreed annual operating budget		On Track	YTD trend (Dec 2012) is slightly below target (-2.5%).
100% of the targeted revenue budget		On Track	YTD trend is slightly below target (-1%) which is due to lower than predicted water sales in the first half of the year. It is expected sales to gradually increase during the warmer holiday months and with the relaxed water restrictions (Water Wise Rules).
CAPEX is at least 80% of the agreed annual budget		Not on Track	Although Tenders are to close on a number of projects this month End of Financial Year (EOFY) expenditure is estimated to be up to \$2M below the Q1 forecasts. This is due to reduced expenditures due to the late tenders and less work than expected on completion of outstanding M2M and Mardi Dam water quality matters. Additional works are being identified to curtail this reduction and will be identified in the Q2 report.
Review operating structure to provide improved approach to water quality, asset management, renewals and customer service including the alignment of (specific) processes and labour models with Gosford City Council	1	Not on Track	The WSC Operating structure will be reviewed following appointment of the new W&S Operations Engineer to address the revised operating environment imposed by regulatory changes. Progress with GCC have been put on hold pending the resolution of the Joint Services Business Plan.
Manage treatment and distribution system and implement changes to meet regulatory changes (residual chlorine and e.coli).	1	On Track	Replacement of the filter media at Mardi WTP is progressing. WSC is currently working with HWC to commence operational transfers through the Hunter Link main to improve water quality and chlorine residuals in the Warnervale area. A further in depth review of the system will be undertaken following the appointment of the new W&S Operations Engineer.
Review operating structure to provide improved approach to asset management, renewals and customer service including the alignment of (specific) processes and labour models with Gosford City Council.	1	Not on Track	The WSC Operating labour structure will be reviewed following appointment of the new W&S Operations Engineer. Alignment with GCC have been put on hold pending the resolution of the Joint Services Business Plan.
Develop CCWC Business Processes with Gosford City Council	1	Not on Track	Progress with GCC have been put on hold pending the resolution of the Joint Services Business Plan.
Implementation of revised operating strategy to maintain water quality, asset management and customer service in view of increasing population, asset age and regulatory changes	4	Not on Track	Progress with GCC have been put on hold pending the resolution of the Joint Services Business Plan. Despite this work on the Water Quality Plan is progressing and will be accelerate following the appointment of the new W&S Operations Engineer.



	Performance Indicator/ Action Time Frame 1 Year or 4 year	YTD Progress Q2	Comments Q2
<b>Principal Activity 10 &amp; 11- Water and Sewerage</b>			
Manage treatment and distribution system to meet regulatory changes (residual chlorine and e.coli)	4	On Track	The plan is to be peer reviewed following the appointment of the new W&S Operations Engineer.
Improve asset delivery and pursue opportunities with Gosford City Council	4	Not on Track	Progress of further opportunities with GCC have been put on hold pending the resolution of the Joint Services Business Plan.
Align Level of Service with proposed Central Coast Water Corporation customer charter and adopted iPart Operating licence	4	On Track	This work will be developed further following the appointment of the new W&S Operations Engineer. There remains a risk that this will be delayed pending resolution of the JSB plan with GCC.
Develop and implement Central Coast Water Corporation Business Processes with Gosford City Council	4	Not on Track	Progress with GCC have been put on hold pending the resolution of the Joint Services Business Plan.
Manage catchment operating strategy to meet regulatory changes and outfall licence compliance	4	On Track	Negotiations with the Environment Protection Authority (EPA) have achieved a less than requested (from 25 to 45ML/d) increase in the Bateau Bay Volumetric Discharge licence allowance. Discussions are ongoing with the EPA. Council will need to direct additional resources into Storm Water Infiltration programmes and review the current building and development policies to ensure that sewer fixtures are kept above flood heights.

	Performance Indicator/ Action Time Frame 1 Year or 4 year	YTD Progress Q2	Comments Q2
<b>Principal Activity 12- Administration</b>			
<b>12.01 Asset Management</b>			
WSC Asset Management Strategy adopted by 1 July 2013		On Track	
100% completion of relevant corporate tasks in the approved (Asset Management Improvement Program) AMIP.		On Track	Achieved planned progress for second quarter.
Stage 2: Wyong River Catchment FRMS is completed by December 2013		On Track	
Stage 2: Ourimbah Creek Catchment FRMS is completed by June 2014		On Track	
Stage 2: Wallarah Creek FRMS Stage 2 is completed by June 2014		Project Deferred	Council was unsuccessful in the grant application.
Stage 2: Killarney Vale Overland Flood Study		Not on Track	Resources do not presently exist to undertake work due to a position being vacated, business case submitted and awaiting approval.
The number of new reportable environmental incidents that result in a warning notification or prosecution from Office of Environment and Heritage (OEH) are no more than 1 per year		On Track	
100% of the targeted revenue budget		On Track	
To improve WSC Asset Management Practices beyond "core" level to an appropriate" advanced" level by June 2014	1	On Track	
Lead a staff team in a review of its asset portfolio classes	1	On Track	Majority of asset classes have been reviewed and aligned to the appropriate budget. Further work required within the Natural Resource portfolio.
Maintain sound relationships with the State and Federal Governments and other key transport/infrastructure providers	1	On Track	
Provide traffic and transport advice to Land Use Planners, Policy Development Unit, Place Management Unit and other internal and external stakeholders	1	On Track	
Lobby State and Federal Governments for improved transport for Wyong Shire residents	1	On Track	
Administer and manage the Wyong Local Traffic Committee	1	On Track	
Studies undertaken for Ourimbah Creek Catchment Floodplain Risk Management Strategy (FRMS), Wyong River Catchment FRMS, Wallarah Creek FRMS	1	On Track	
Respond appropriately to environmental issues and initiatives as referred	1	On Track	

	Performance Indicator/ Action Time Frame 1 Year or 4 year	YTD Progress Q2	Comments Q2
<b>Principal Activity 12- Administration</b>			
<b>12.01 Asset Management</b>			
To improve WSC Asset Management Practices beyond "core" level to an appropriate "advanced" level by June 2014	4	On Track	
External review and audit in 2013/14 - needs a budget allocation	4	On Track	Budget has been allocated.
Implement Climate Change risk assessment process to develop adaption plans, in conjunction with the sustainability unit	4	On Track	Awaiting feedback from Senior Management.
Implement improved risk based management processes for critical assets	4	On Track	
10 studies delivered for:	4		
> Ourimbah Creek FRMP and Wyong River FRMP	4	On Track	
> Wallarah and Spring Creeks FRMP	4	On Track	
> Bangalow Creek FRMP and Berkeley/Killarney vale FRMP	4	On Track	
> Tuggerah Lakes Foreshore FRMP	4	On Track	
> Northern Catchments FRMP and Lake Macquarie FRMP with LMCC	4	On Track	
> The Entrance Channel Flooding Impact Study	4	On Track	This is managed by State Government.
> Bathymetric study of Tuggerah Lakes	4	On Track	
Advice, training and cultural change management in environmental protection practices involved in delivery of WSC's works programme	4	On Track	

	Performance Indicator/ Action Time Frame 1 Year or 4 year	YTD Progress Q2	Comments Q2
<b>Principal Activity 12- Administration</b>			
<b>12.02 Contract and Project Management</b>			
80% of all projects completed on time and on budget		On Track	
No litigation on any new contracts		On Track	
80% of contracts completed within original budget		On Track	
95% compliance with goods and services requested and processed within 48 hours of receipt		KPI Achieved	
Education of client group in relation to Council's procurement policy/procedure	1	On Track	Training is ongoing with Contract Systems Manager delivering.
Review of Project Management System and implementation of a Gateway System	1	On Track	Implementation of improvements continuing.
Review further centralisation of procurement within Council	1	Project Completed	
Review resourcing requirements in light of the CCWC formation, with particular focus on the risk in potentially losing resources to CCWC or being over-resourced in the event that are no longer require our services	4	On Track	Report to Central Coast Regional Organisation of Councils (CCROC) completed.
<b>12.03 Corporate Governance</b>			
Business papers are produced on time and meet statutory requirements		On Track	All papers delivered within legislative timeframes.
100% of the targeted revenue budget			
20 Councillors' Community Improvement Grants (CCIG) processed per month that meet policy requirements		On Track	
Implement new Councillors Local Projects scheme	1	On Track	First round of applications considered at 27 January 2013 Council meeting.
Review learnings/outcomes of 2012 Local Government Election in preparation for 2016 Local Government Election	1	On Track	
Implement learnings from the 2012 Local Government Election	4	On Track	

	Performance Indicator/ Action Time Frame 1 Year or 4 year	YTD Progress Q2	Comments Q2
<b>Principal Activity 12- Administration</b>			
<b>12.04 Finance</b>			
Implement 2 processing efficiencies within financial operations functions by April 2013		Project Completed	Implemented "Arrangement to Pay" (ATP) Calculator and trained Credit Management and Customer Contact teams in use. Resulted in rates % outstanding moving from 7.12% to 6.29%. Outsourced superannuation to clearing house. Currently examining automation of direct debit processing.
Implement hardship policy by September 2012		On Track	Delayed but on track. Will be approved early in Q3.
100% of the targeted revenue budget		On Track	YTD achieved - Full Year will be measured at year end. Confident of success.
Review current procurement card activity and implement improvements to expense management system by June 2013		Project Completed	P-Card transaction review and Internal Audit review completed. P-Cards rationalised and limits aligned to delegations. New internal reporting and review of bank exception reports is now in place. Further control and automation is planned.
Implementation of 1 banking solution to gain operational and system efficiency by December 2012		KPI Achieved	Complete. B-Pay implemented at childcare centres.
Develop standard reporting suite for management including labour, operational expenditure and capital expenditure	1	Project Completed	Project complete. Will be reviewing further requirements related to granularity and education but a standard suite exists.
Develop/improve Long Term Financial plan model	1	Project Completed	Long Term Financial Plan modelling tool purchased and has been implemented.
Integrate Asset Information systems	1	On Track	Finance have significantly improved alignment of Oracle (Finance System) with information in the various asset information systems. Improvements continue but Finance are not in direct control of the asset management systems. Finance are helping IT and the Asset Management Working Group assess a strategic solution as we move toward a Joint Services Business.
Revenue modelling aligned with appropriate delivery of services	1	Project Completed	Extensive review and re-mapping of fees and charges completed in early 2012. Revenue is now aligned to products and aligned to responsibility centres existing after the Service Delivery Review. Action complete but yearly review will take place.
Procurement card review and implementation of Expense Management System	1	Project Completed	P-Card transaction review and Internal Audit review completed. P-Cards rationalised and limits aligned to delegations. New internal reporting and review of bank exception reports is now in place. Further control and automation is planned.
Development of a Financial Management Framework	4	On Track	Several policies have been updated and new policies for Hardship and Credit Management have been drafted and are awaiting approval. Delegations were recently reviewed and tightened and firm plans are in place for policy revision/formulation, documentation and internal control enhancements.

	Performance Indicator/ Action Time Frame 1 Year or 4 year	YTD Progress Q2	Comments Q2
<b>Principal Activity 12- Administration</b>			
<b>12.05 Human Resources</b>			
Delivery of 9 modules of learning to both Leadership Development Program (LDP) 1 and 2 participants along with the completion of 252 assessments within program timelines		On track	All programs on track and assessments completed on schedule. One (1) class of LDP2 recipients graduated on 31.1.13.
Industrial Relations (IR) Strategy productivity improvements		Project Deferred	Workshop in February 13 will reveal further direction.
All recruitment and selection processes completed within 3 months of request being received		On Track	KPI of 90 days from resignation to new incumbent commencing has been met mostly. This is sometimes exceeded when position is placed on hold by Manager.
Improved Workers Compensation case management		On Track	Continuing to make sound progress in this area with a much greater discipline applied.
HR system and report enhancements managed within 2012/13 approved budget		On Track	
100% of the targeted revenue budget		On Track	Budget reviewed monthly.
Proactive analysis of workforce data to identify business trends, people performance and productivity issues	1	On Track	Improvements are being made in system improvements for analysis to occur more quickly. It is anticipated system improvement will create more time for both operational and strategic HR activities.
Quality controls of Human Resource Management System to improve data quality	1	On Track	Regular data review is undertaken by the Manager HR Operations. In addition a number of process and system improvements have been made to enable improved controls.
Investigate and develop evaluation tools, online /paper based to report on return on investment	1	On Track	
Conduct required Central Coast Water Corporation (CCWC) activities within a timely manner	1	Project Deferred	Workshop in February 13 will reveal further direction.
Deliver and manage 11 Leadership programs within timeframes	1	On Track	All programs on track and assessments completed on schedule. One (1) class of LDP2 recipients graduated on 31.1.13.
Align all Workforce Development Programs and recruitment activity with Gosford City Council to support the establishment of the CCWC	1	Project Deferred	Deferred until further direction on JSB.
Implement on line recruitment for accepting applications, simplifying the recruitment process and building talent pools	1	Project Completed	The launch of Careers@WSC occurred in January 2013.
Promotion and communication of Human Resource (HR) initiatives and HR corporate and compliance requirements	4	On Track	Regular HR communications occurring through various communication methods.
Streamline process after implementing the new Performance Management system	4	Project Deferred	Move to FY2013/14.
The Industrial Relations Strategy aims to increase productivity by removing barriers that affect service delivery	4		
Continue to monitor effectiveness of SafeTsmart and seek customer feedback	4	On Track	Risk now reports to Legal & Risk. WHS will be tendering for a new system before end of FY13.
Review procedures for supervisors/managers that will support injured workers while on workers compensation and return to work and based on this review, determine next steps	4	On Track	

	Performance Indicator/ Action Time Frame 1 Year or 4 year	YTD Progress Q2	Comments Q2
<b>Principal Activity 12- Administration</b>			
<b>12.06 Information Management</b>			
Management Projects on time and on budget in 2012/13		On Track	
Support for solution development and implementation of 9 projects	1	On Track	
Focus on both the short term and longer term objectives of the Central Coast Water Corporation formation	1	Project Deferred	Central Coast Water Corp (CCWC)/ Joint Services Business (JSB) Project temporarily put on hold until March 2013.
Support for Solution development and implementation of 16 projects	4	On Track	
Continued focus on the Central Coast Water Corporation formation	4	Project Deferred	Central Coast Water Corp (CCWC)/ Joint Services Business (JSB) Project temporarily put on hold until March 2013.
<b>12.07 Integrated Planning</b>			
WSC Strategic Plan, Service Unit Business Plans, and Annual Report produced on time and meet statutory requirements		On Track	Annual Report completed, Service Unit Business Plans (SUBP) completed, Strategic Plan in progress.
Benchmark WSC Statutory Plan against comparable publications in both public and private sectors		On Track	High level review undertaken .
Review of the CSP via community engagement by 30 July 2013		On Track	
End of Term Report produced for Council		Project Completed	Outcomes report endorsed by Council 28 November 2012.
Deliver on time all quarterly reports and other obligations under the Integrated and Reporting Framework		On Track	
Integrate systems for strategic Councillor and community input into the annual strategic planning process	1	On Track	Councillor outcomes database created.
Assist Managers to improve integration of Business Plans with:	1		
> Refinement of Products	1	Project Deferred	
> Improved costing of Products	1	On Track	
> Changing Services based on benchmarking	1	On Track	
> Corporate business strategies	1	On Track	
Streamline process for preparation of the Annual Report and State of Shire Report	1	Project Completed	

	Performance Indicator/ Action Time Frame 1 Year or 4 year	YTD Progress Q2	Comments Q2
<b>Principal Activity 12- Administration</b>			
Work with Managers to identify their Unit's potential areas for cost savings or gains in efficiency or efficacy and develop programs for action	1	Project Completed	Undertaken as part of Service Standards Review workshops in August 2012.
Refine the integrated planning process by:	4		
> Adopting a similar format for each of the resourcing strategies			
> Prioritising actions proposed across the resourcing strategies			
> Benchmarking the Wyong Shire Council Strategic Plan (WSC SP) against comparable publications in both public and private sectors			
> Reducing the size of the WSC SP			
Further embed Service Unit Business Plans (SUBPs) in corporate business activity by:	4	On Track	
> Improving links to the priorities set in the Community Strategic Plan (CSP)		On Track	
Undertaking stakeholder surveys to ensure that the format provides meaningful information that helps clarify business priorities and service levels	4	On Track	



	Performance Indicator/ Action Time Frame 1 Year or 4 year	YTD Progress Q2	Comments Q2
<b>Principal Activity 12- Administration</b>			
<b>12.08 Legal Services</b>			
Reduction of 5% in the number of complaints received via the Internal Ombudsman			
Reduction in expenditure with external legal service providers			
Improve compliance and statutory timeframes by 20% under the <i>Government Information (Public Access) Act 2009</i>			
Achieve all timelines and outcomes set out in the adopted Audit Plan			
Review complaints investigation processes, to reduce the time taken to investigate each complaint by October 2012	1		
Prepare standardised format for investigation reports by December 2012	1		
Introduce programs and training to educate staff and councillors on Council's responsibilities under the <i>Government Information (Public Access) Act 2009</i> , the <i>Privacy and Personal Information Protection Act 1998</i> , and the <i>State Records Act 1998</i> by December 2012	1		
Provide ongoing training to staff undertaking high risk actions within Council via the Enterprise Risk Management Strategy project	1		
Develop and maintain an interactive register of legislative provisions that apply to or have impact upon Council by March 2013	1		
Identify specific areas that continue to be the subject of ongoing or repetitive complaints and prepare action plans to minimise the numbers of complaints	4		
Improve quality and accessibility of information available on intranet and internet to assist in the orderly dealing with complaints across Council	4		
Provide reports to the Project Control Group for the Enterprise Risk Management Strategy project on progress of that project	4		

	Performance Indicator/ Action Time Frame 1 Year or 4 year	YTD Progress Q2	Comments Q2
<b>Principal Activity 12- Administration</b>			
<b>12.09 Plant, Fleet and Depots</b>			
Benchmarking performance compared to alternative supply arrangements within the Fleet Sections of the Unit		On Track	
Sustainable Fleet Management – Ensure fully absorbed internal cost of delivery of services are lower than comparable externally-supplied options		On Track	
Adoption of a new Disaster Management Strategy and Plan by 30 June 2014		Not on Track	Project scope significantly underestimated and will not be finished until at least end Q3. Stage 2 timeline yet to be finalised.
Sustainable Fleet Management – lowest whole of life (WOL) costs to Council relative to other service provisions		On Track	
Adoption of amended Council Vehicle Policy by June 2013		Project Completed	
100% of the targeted revenue budget		On Track	
Recovery of all operating and overhead costs via revenue		On Track	
Support project leader in transition to alignment with Gosford City Council Fleet operations	1	Project Deferred	
Planning and preparation for changes associated with the move to the Central Coast Water Corporation (CCWC) operation	1	On Track	Still progressing as far as practical given delay to Joint Services Business (JSB) program and Fleet will ensure our service delivery to the Central Coast Water Corp (CCWC) will continue at high levels and costs will continue to be highly competitive.
Develop 10 year plan for maintaining Charmhaven depot and all sub-depots	1	On Track	Project handed to Contracts & Project management to ensure it is delivered.
Completion of Stage 1 of Emergency Services review project	1	Not on Track	Project scope significantly underestimated and will not be finished until at least end Q3. Stage 2 timeline yet to be finalised.
Develop 10 year plan for maintaining Rural Fire Service (RFS) buildings in place	1	On Track	
Alignment and potentially Shared Service arrangement with Gosford City Council for all Plant and Fleet operations including this Service (Mgt) as well as all of the products under the service "Plant – Mobile Equipment and Vehicles"	4	Project Deferred	
Identify and implement options to generate profitable income from external sources (servicing of other fleet-provider's plant and equipment)	4	Project Deferred	

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