



Business Paper

Corporate Governance Committee Meeting

Monday, 7 November 2016

6:30pm

**Council Chambers,
Level 2, Administration Building
4-20 Eton Street, Sutherland**

ORDER OF BUSINESS**1. ACKNOWLEDGMENT OF COUNTRY****2. APOLOGIES****3. DISCLOSURES OF INTEREST****4. CONFIRMATION OF MINUTES OF THE PREVIOUS MEETING****5. PRESENTATIONS****6. REPORTS FROM OFFICERS**

GOV001-17	Adoption of Corporate Governance Committee Charter
GOV002-17	Writing-Off of Rates and Charges Under Delegated Authority for the Period 1 January 2016 to 30 June 2016
GOV003-17	Quarterly Budget Review Statement for Period Ending September 2016
GOV004-17	Cash Payments & Investments Report – September 2016
GOV005-17	Delivery Program 2013/14 - 2016/17 Incorporating Operational Plan 2015/16 Annual Report (July 2015 - June 2016)
GOV006-17	Code of Conduct Complaint Statistics

7. QUESTIONS**8. CONSIDERATION OF BUSINESS IN CLOSED SESSION**

GOV001-17 ADOPTION OF CORPORATE GOVERNANCE COMMITTEE CHARTER

Attachments: Appendix A

EXECUTIVE SUMMARY

- The commencement of the Council term has seen Council endorse a new committee structure and the charters and members for these committees.
- The endorsed charters will facilitate the first meeting of each of the Standing Committees.
- Subsequent to their adoption feedback has been received on the Standing Committee charters which have been reviewed and are now presented to the committee for consideration.

REPORT RECOMMENDATION

That the Charter for the Corporate Governance Committee, as attached in Appendix A of this report, be adopted.

PURPOSE

The purpose of this report is to present the draft charter for the Corporate Governance Committee, for consideration.

BACKGROUND

A new committee structure was endorsed by Council on 4 October 2016 (CCL026-17) for the term of Council consisting of the following Standing Committees:

- Corporate Governance Committee
- Shire Services Committee
- Shire Planning Committee
- Shire Infrastructure Committee

Charters and membership for these committees were endorsed by Council on 24 October 2016 (COR032-17).

DISCUSSION

The charters for the Standing Committees were endorsed by Council on 24 October 2016 to facilitate the first meeting of the committees. The attached draft charter has been amended in response to feedback received after its adoption.

The presentation of the draft charter to the committee provides the opportunity for newly appointed committee members to consider the proposed changes.

BUDGET AND RESOURCES

The Governance and Customer Service Unit is responsible for providing support to committees utilising existing resources.

POLICY

Council's meeting structure is not mandated by legislation or Council policy and is amended from time to time by Council resolution.

CONCLUSION

The charter for the Corporate Governance Committee has been amended in response to feedback and is presented to the committee for consideration.

RESPONSIBLE OFFICER

The officer responsible for the preparation of this Report is the Corporate Governance Manager, Samantha Charlton, who can be contacted on 9710 0817.

File Number: 2015/937



Corporate Governance Committee

CHARTER

November 2016

1. CHAIRPERSON

As appointed by Council.

2. DEPUTY CHAIRPERSON

As appointed by Council.

3. COUNCILLORS

Seven Councillors as appointed by Council. To be expanded to include all Councillors when necessary to deal with major, special or sensitive issues.

4. STAFF ATTENDING

Staff, as determined by the General Manager, will attend when required.

5. QUORUM

Four Councillors.

6. MEETING TIME

6.30pm on the first Monday of Meeting Cycle, and at other times when required to meet with all Councillors or at other times when determined by the General Manager in consultation with the Committee Chairperson.

7. OBJECTIVES

To support the success of Council's Integrated Planning and Reporting Framework goals and objectives through the provision of strategic direction and informed decision making.

8. RESPONSIBILITIES

The Committee shall have responsibility for consideration of matters related to all functions that fall within the Corporate Support Division of Council.

9. TERMS OF REFERENCE

To make decisions and/or recommendations to Council in relation to matters falling within the responsibility of the Committee.

**GOV002-17 WRITING-OFF OF RATES AND CHARGES UNDER DELEGATED
AUTHORITY FOR THE PERIOD 1 JANUARY 2016 TO 30 JUNE 2016**

GOV002-17

Attachments: Appendix A**EXECUTIVE SUMMARY**

- The purpose of this report is to advise Council of the amounts written-off for rates and charges which have been approved by the General Manager under delegated authority as required by the Local Government (General) Regulation 2005.
- For the six months ended 30 June 2016, a total of \$9,280.25 representing Rates, Domestic Waste Management Charges, Dishonoured Cheque Fees, Interest Charges and Legal Costs has been written-off.
- The majority of amounts written off are related to properties that have become non-rateable or have been the result of a change in rating categorisation.

REPORT RECOMMENDATION

That the report on "Writing-Off of Rates and Charges Under Delegated Authority for the Period 1 January 2016 - 30 June 2016", be received and noted.

PURPOSE

The purpose of the report is to inform Council of write-offs approved by the General Manager under delegated authority for rates and charges for the six months ended 30 June 2016.

BACKGROUND

The General Manager has delegated authority to approve the write-off of rates and charges deemed not recoverable. The delegation has been limited to \$10,000 for any one debt. Individual debts in excess of this limit require the specific approval of Council for abandonment.

Legislation requires that any amounts approved for abandonment by the General Manager under delegation of authority must still be reported to Council.

DISCUSSION

For the six months ended 30 June 2016, a total of \$9,280.25 representing Rates, Domestic Waste Management Charges, Dishonoured Cheque Fees, Interest Charges and Legal Costs has been written-off.

It should be noted that amounts can only be approved for abandonment in accordance with the criteria set out in the Act and Regulations. A summary of the amounts is as follows:

Local Government (General) Regulation 2005, Clause 131(4)	
Correction of assessments	\$144.04
Amount not lawfully recoverable	-
Not cost effective to recover	\$6,059.07
Decision of Court (Judgement)	-
Local Government Act 1993, Section 527	
Changes of Rates Category, including assessment becoming non-rateable	\$2,228.52
Local Government Act 1993, Section 567(a)(b) & (c) and Section 564(2)	
Reasons beyond ratepayers' control	\$794.85
Compliance with an Agreement	<u>\$53.77</u>
TOTAL WRITE-OFFS	<u>\$9,280.25</u>

Please refer to the attached summary for details of the various categories of amounts written-off (Appendix A).

A brief example of the categories above is provided as follows:

Correction of assessment:

Rates and Charges are written off when a property has been assessed incorrectly for a period of time based on untimely and/or changing circumstances. A number of circumstances can lead to this situation, examples are:

- Charges can be raised in error by the system and are written off, e.g. waste charges raised incorrectly.
- When a property is subdivided, rates and charges on past properties need to be written off and rates levied on the new subdivided lots. The rates and charges are written off and levied as part of the Supplementary Rates issue. Any interest raised on the past properties in the interim, are written off.
- Where a private lease on Crown Land is terminated and/or the property is vacated, rates are written off under Changes of Rates Category. Council is not notified until months after the termination date (e.g. NSW Land and Housing properties) and as a result interest accrues. Interest is written off from the date the lease is terminated and/or the property becomes vacated.
- This also includes staff clerical errors. This occurs where data is incorrectly entered such as an incorrect postal address added to a name, an incorrect account or BSB number entered on direct debit, pension rebate applied to the wrong account or a wrong date for some calculation. This error usually relates to interest being written-off.

Amount not lawfully recoverable:

This usually relates to a timing issue, where a property ownership is transferred and Council has not been advised in a timely fashion. A rate or charge may have been raised in the interim period against the previous owner and accordingly needs to be written-off.

Not cost effective to recover:

This occurs where the rates and charges for a property have been paid with exception of a small balance of less than \$2.00. Small balances on rate accounts of less than \$2.00 are written off. It is not cost effective to recover this small balance.

Changes of Rates Category:

This relates to applications submitted claiming non-rateability for a property under the Local Government Act. If the applicant satisfies the non-rateability criteria then the land rates are written-off from the date of acquisition e.g. NSW Land and Housing vacant properties, Gandangara Aboriginal Land Council owned properties etc.

Reasons beyond ratepayers' control:

If a ratepayer experiences events beyond their control like sickness or hospitalisation and are unable to pay their rates by the due date then the interest may be written-off. A ratepayers' payment history may also be considered in conjunction with their unfortunate circumstances.

Interest is written off for those ratepayers with excellent payment history.

The amount written-off also includes Stormwater adjustments for eligible pensioners. Where a ratepayer became an eligible pensioner prior to the start of the financial year they are entitled to a reduced Stormwater charge for the current financial year.

Compliance with an agreement:

Interest may be written-off for cases of hardship where the ratepayer has entered into a payment agreement with Council and has satisfied the terms of that agreement in settling their debt.

The above adjustments are recorded in summary form in the Abandonments Register which is available for inspection.

Journal adjustments and supporting documents to the Abandonment Register are filed in the Revenue Section of the Finance Department.

BUDGET AND RESOURCES

The write-off of rates and charges for the six month period 1 January 2016 to 30 June 2016 is able to be met from the budget allocated for this purpose.

POLICY

Council must be advised of details of the amounts written-off for rates and charges which have been approved by the General Manager under delegated authority, in accordance with the Local Government (General) Regulation 2005, Clause 131(4) and Sections 564(2), Section 567(a)(b) of the Local Government Act 1993.

CONCLUSION

Consideration of this report by Council ensures that all relevant legislative requirements are satisfied in respect of rates and charges that have been written-off.

RESPONSIBLE OFFICER

The officer responsible for the preparation of this Report is the Manager Finance, Greg Hayes, who can be contacted on 9710 0334.

File Number: 2015/217927

**Summary of Amounts Written Off by Categories
Periods 7 to 12 (1 January 2016 to 30 June 2016)**

	Compliance with an Agreement Code (E)		Reason Beyond Ratepayers Control Code (F)		Ratepayers Hardship Code (G)		Decision of Court (Judgment) Code (C)		Error in Assessment Code (A)		Amount Not Lawfully Recoverable Code (B)		Not Cost Effective to Recover (Policy Adjustment) Code (D)		Rate Adjusted re Categorisation (incl. Non Rateable) Code (H)		Total	
	No. of Acct	Amount	No. of Acct	Amount	No. of Acct	Amount	No. of Acct	Amount	No. of Acct	Amount	No. of Acct	Amount	No. of Acct	Amount	No. of Acct	Amount	No. of Acct	Amount
Rates Domestic Waste and Stormwater Charges																		
Rates Residential Rates													5,615	427.60	4	2,228.52	5,619	2,656.12
Rates Residential Mixed													3	0.87			3	0.87
Rates Business Rates													276	38.18			276	38.18
Rates Business Mixed													7	1.49			7	1.49
Rates BusCarMix													1	0.02			1	0.02
Rates Business Carlingbah													7	1.80			7	1.80
Rates Sutherland Commercial																		
Rates Business Cronulla													28	2.10			28	2.10
Rates BusCronMix													1	0.01			1	0.01
Rates Cronulla Plaza Special Rate													17	0.28			17	0.28
Rates Business Engadine													10	0.29			10	0.29
Rates BusEngMix													1	0.02			1	0.02
Rates Business Menai													7	3.67			7	3.67
Rates Business Kurnell													4	0.37			4	0.37
Rates Business Sutherland													11	1.29			11	1.29
Rates Business Miranda													18	2.33			18	2.33
Rates BusMirCore													1	1.22			1	1.22
Rates Domestic Waste													2,926	194.91			2,926	194.91
Rates Domestic Waste Shared													901	89.45			901	89.45
Rates RAS													26	1.64			26	1.64
Rates GRWAS													1	0.01			1	0.01
Rates Service Availability Charge(VI)													8	0.50			8	0.50
Rates Service Availability Charge Improved Land													68	4.42			68	4.42
Stormwater LevyCommercial													35	1.05			35	1.05
Stormwater LevyIndustrial													24	0.50			24	0.50
StormwaterPenMm													18	0.19			18	0.19
StormwaterPenRE													19	0.28			19	0.28
Stormwater LevyStrala Plans													230	4.24			230	4.24
Stormwater Levy DP's													264	3.76			264	3.76
Stormwater LevyRecreation																		
Totals Charges			4	80.00									10,527	782.49	4	2,228.52	10,535	3,091.01
Interest Charges																		
Interest Residential Rate	10	46.09	131	485.76					40	91.46			6,508	3,679.54			6,689	4,302.85
Interest Business Rates			17	58.22					7	9.66			169	89.17			193	157.05
Interest Carlingbah Business													4	2.05			4	2.05
Interest Carlingbah																		
Interest Cronulla Plaza Special Rate													10	5.22			10	5.22
Interest Cronulla Business													7	1.59			7	1.59
Interest Cronulla Plaza													12	8.20			12	8.20
Interest Engadine Business													4	1.49			4	1.49
Interest Menai Business													13	6.49			13	6.49
Interest Business Rates Miranda																		
Interest Engadine													9	4.37			9	4.37
Interest Miranda																		
Interest Business Sutherland																		
Interest Menai													3	2.83			3	2.83
Interest Kurnell													5,257	1,446.15			5,435	1,649.75
Interest Waste	6	7.68	132	154.63					40	41.29			318	29.48			379	47.35
Interest Stormwater Levy			48	16.24					13	1.63			12,314	5,276.58			12,758	6,189.24
Total Interest	16	53.77	328	714.85					100	144.04								
Other																		
Dishonoured Cheques																		
Total Other																		
Totals	16	53.77	332	794.85					100	144.04			22,841	6,059.07	4	2,228.52	23,293	9,280.25

**GOV003-17 QUARTERLY BUDGET REVIEW STATEMENT FOR PERIOD ENDING
SEPTEMBER 2016**

Attachments: Appendix A

EXECUTIVE SUMMARY

- In accordance with Section 203 (Budget Review Statements and Revision of Estimates) of the Local Government (General) Regulations 2005:
 - (1) Not later than 2 months after the end of each quarter, the responsible accounting officer of a Council must prepare and submit to the Council a budget review statement that shows, by reference to the estimate of income and expenditure set out in the Council's Revenue Policy included in the Operational Plan for the relevant year, a revised estimate of the income and expenditure for that year.
 - (2) A budget review statement must include or be accompanied by:
 - (a) A report as to whether or not the responsible accounting officer believes that the statement indicates that the financial position of the Council is satisfactory, having regard to the original estimate of income and expenditure; and
 - (b) If that position is unsatisfactory, recommendation for remedial action.

REPORT RECOMMENDATION

That the 1st Quarterly Budget Review Statement and recommendations contained within be adopted and income and expenditure adjustments be voted.

PURPOSE

The Quarterly Budget Review Statement (QBRs) presents a summary of Council's financial position at the end of the first quarter for the financial year ended 30 June 2017.

BACKGROUND

The quarterly budget review process is the mechanism through which Council and the community are informed of Council's progress against the Operational Plan (annual budget), together with recommendations for changes and reasons for any budget variations.

The quarter's QBRs appear as Appendix A, and has been produced in accordance with the guidelines and standards issued by the Office of Local Government.

DISCUSSION

Operational Budget Result

Overall, the September Quarterly Budget Review shows a decrement of \$300k (before capital items) from the original full-year budget surplus of \$25.3 million, which has resulted in a revised full year budget surplus of \$25.0 million. This result reflects the following movements:

- Projects and works carried over from the 2015/16 budget is a net \$439k and this is funded through a transfer from the Works In Progress Reserve.
- An increase on budgeted income of \$1.0 million, before capital items. This relates to additional Operating Grants of \$1.2 million and reduced User Charges and Fees of \$109k and Other Revenue of \$88k. This excludes any capital grants adjustments which are described in the Capital Budget Result section below.
- A increase on budgeted expenses of \$1.3 million. This additional expenditure relates to Materials and Contracts that increased \$1.48 million but was offset by a net reduction in salaries of \$165k. This excludes any capital expenditure adjustments which are described in the Capital Budget Result section below.

Operational Fund Result (Working Funds)

Despite having a negative impact on the operating surplus, after taking into consideration reserve movements, a surplus of uncommitted operating funds of \$139K has been realised and transferred into the Future Budgets Reserve to maintain Council's uncommitted operational funds of \$1 million.

Further details are available in the attached quarter's QBRs.

Capital Budget Result

Overall, following the September Quarterly Budget Review, budgeted capital expenditures are expected to increase by \$14.7 million, from the original capital budget of \$42.6 million to \$57.3 million.

The increase in the capital budget relates to projects/works carried forward from the 2015/16 budget totalling \$11.3 million. In addition, adjustments made through the September Capital Capacity Review amount to an additional net \$3.3 million of projects/works. Both carried forward works and capital capacity review adjustments are detailed in the appendix.

BUDGET AND RESOURCES

This report provides the September Quarterly Review of the 2016/17 Operational Plan (Budget).

POLICY

Council is required to perform reviews of the annual budget at least quarterly and the Responsible Accounting Officer must make a statement attesting to Council's financial position in accordance with the relevant legislation listed below:

- Clause 203(1) of the Local Government (General) Regulations 2005
- Clause 211 of the Local Government (General) Regulations 2005

CONCLUSION

The September 2016 Budget Review demonstrates that Council continues to maintain a strong financial position and adoption of the report will satisfy statutory obligations.

RESPONSIBLE OFFICER

The officer responsible for the preparation of this Report is the Manager Finance, Greg Hayes, who can be contacted on 9710 0334.

File Number: 2016/239505

SUTHERLAND SHIRE COUNCIL

Budget review for the quarter ended - 30 September 2016

Reconciliation Working Funds Budget Position

	\$'000	\$'000	\$'000
Projected Year End Result 2016/17			
Net Operating Result from continuing operations (from attachment 2)			28,231
Expenses not involving flow of funds			
ADD Depreciation	27,383	27,383	
Income not involving flow of funds			
ADD Increase/ Decrease Employee's Leave Entitlements	(3,268)	(3,268)	
Non Operating funds employed			
ADD Carrying Amount of Assets Sold	1,500		
ADD Cost of Real Estate Assets Sold			
ADD Loan Funds Utilised			
ADD Repayments by Deferred Debtors	1	1,501	
Funds deployed for Non-operating purposes			
SUBTRACT Acquisition of Assets (Capital Expenditure) (from attachment 3)	(62,073)		
SUBTRACT Development of Real Estate	-		
SUBTRACT Advance to Deferred Debtors	-		
SUBTRACT Repayment of Loans	(1,813)		
ADD Net Movement (to)/from Restricted Cash	12,274		
SUBTRACT Land Dedications	(1,000)		
SUBTRACT Fair Value Adjustments	(1,235)	(53,847)	
Unexpended grants & contributions received during the year			
ADD Unexpended Specific Purpose Grants	-		
ADD Developer Contributions	-	-	
SUB TOTAL of ADJUSTMENTS		(28,231)	(28,231)
ESTIMATED ANNUAL WORKING FUNDS RESULT SURPLUS/ (DEFICIT)			-

Attachment 2

SUTHERLAND SHIRE COUNCIL

Budget review for the quarter ended - 30 September 2016

Income & Expenses

	ORIGINAL	REVISSED	Recommended	Notes	PROJECTED	ACTUAL
	Budget		changes		year end	
	2016/17	Budget	for Council		Result	YTD
	\$'000	\$'000	Resolution		2016/17	\$'000
			\$'000		\$'000	\$'000
INCOME						
<i>Rates and Annual Charges</i>	149,593	149,593	0		149,593	149,996
<i>User Charges and Fees</i>	41,174	41,174	(109)	1	41,065	8,408
<i>Interest and Investment Revenue</i>	2,858	2,858	0		2,858	(464)
<i>Investment Revaluation Gains</i>	0	0	0		0	0
<i>Other Revenues</i>	12,480	12,480	(88)	2	12,392	4,580
<i>Grants & Contributions - Operating</i>	11,196	11,196	1,214	3	12,410	5,516
<i>Grants and Contributions - Capital</i>	20,928	20,928	3,258	4	24,186	1,186
<i>Net gain from the disposal of assets</i>	0	0	0		0	0
<i>Share of interests in joint ventures</i>	0	0	0		0	0
Total Income from continuing operations	238,229	238,229	4,275		242,504	169,222
EXPENSES						
<i>Employee costs</i>	99,104	99,104	(165)	5	98,939	21,415
<i>Borrowing Costs</i>	434	434	0		434	(7)
<i>Materials & Contracts</i>	36,309	36,309	1,482	6	37,791	12,124
<i>Depreciation</i>	27,383	27,383	0		27,383	6,846
<i>Other Expenses</i>	49,226	49,226	0		49,226	9,885
<i>Interest and Investment Losses</i>	0	0	0		0	0
<i>Net Loss from Disposal of Assets</i>	500	500	0		500	0
<i>Share of interests in joint ventures</i>	0	0	0		0	0
Total expenses from continuing operations	212,956	212,956	1,317		214,273	50,263
Net Operating Result from continuing operations	25,273	25,273	2,958		28,231	118,959
Net Operating Result before capital items	4,345	4,345	(300)		4,045	117,773

Notes:

ORIGINAL Budget +/- approved budget changes in previous quarters = REVISED Budget

REVISED Budget +/- recommended changes this quarter = PROJECTED year end result

Recommended changes to revised budget

Attachment 3**SUTHERLAND SHIRE COUNCIL****Budget review for the quarter ended - 30 September 2016****Notes to the Income & Expenses****Recommended changes to revised budget**

Budget Variations being recommended include the following material items:

Notes Details

- | | |
|---|---|
| 1 | A review of user charges has resulted in a immaterial decrease of 0.26%. |
| 2 | A review of other income has resulted in a immaterial decrease of 0.70%. |
| 3 | Each year, the September Quarterly Review records the transfer of budgets from one financial year to the next for carry over works. \$936,253 in adjustments to operating grants are as a result of carry over works. Other variations to operating grants includes new Bushcare grants (100%) totalling approximately \$251,429. |
| 4 | Bringing on capital grants and contributions for works carried forward from 2015/16 (see Attachment 6), the September Capital Capacity Review (see Attachment 7) and authorised variation for Rawson Avenue On Road Cycle Lane (IPR049-16). |
| 5 | A review of employee costs has resulted in a immaterial decrease of 0.16%. |
| 6 | As reported above, each year, the September Quarterly Review records the transfer of budgets from one financial year to the next for carry over works. \$1,375,671 in adjustments to materials and contracts are as a result of carry over works, with the majority being attributed to domestic waste which has corresponding income under operational grants. A detailed listing of these adjustments can be found at Attachment 6. Only operational expenditure which is project based or has matching funding is recommended as a carry over. |

The remaining \$144,522 of variation under materials and contract is a result of this review and is considered immaterial at 0.29% of the total budget.

Budget review for the quarter ended - 30 September 2016

Capital Budget

	ORIGINAL		Recommended		PROJECTED	
	Budget	REVISED	changes		year end	ACTUAL
	2016/17 \$'000	Budget \$'000	for Council Resolution \$'000	Notes	Result 2016/17 \$'000	YTD \$'000
CAPITAL EXPENDITURE						
<i>New Assets</i>						
- Plant and Equipment	3,331	3,331	1,165	1	4,496	365
- Land and Buildings	3,809	3,809	427	2	4,236	284
- Roads, Bridges, Footpaths, Drainage	2,929	2,929	2,875	3	5,804	861
- Waterways & Bate Bay	0	0	0		0	0
- Passive Recreation	1,158	1,158	497	4	1,655	181
- Sporting Facilities	3,618	3,618	2,435	5	6,053	860
<i>Renewals (Replacement)</i>						
- Plant and Equipment	0	0	11		11	0
- Land and Buildings	6,246	6,246	1,933	6	8,179	759
- Roads, Bridges, Footpaths, Drainage	17,794	17,794	4,132	7	21,926	1,924
- Waterways & Bate Bay	4,103	4,103	(1,295)	8	2,808	275
- Passive Recreation	3,249	3,249	1,005	9	4,254	515
- Sporting Facilities	2,123	2,123	1,527	10	3,650	265
<i>Loan Repayments (principal)</i>	1,353	1,353	0		1,353	345
TOTAL CAPITAL FUNDING	49,713	49,713	14,712		64,425	6,634
CAPITAL FUNDING						
Stormwater Levy	1,930	1,930	0		1,930	244
SITA	3,295	3,295	934	11	4,229	614
Other Capital Grants & Contributions	9,719	9,719	2,324	12	12,043	1,276
<i>Internal Restrictions</i>						
- Works In Progress Reserve	0	0	4,088	13	4,088	864
- Other	2,280	2,280	2,059	14	4,339	236
<i>External Restrictions</i>						
- Developer Contributions	5,641	5,641	4,935	15	10,576	1,021
- Stormwater Levy	0	0	651	16	651	22
- Domestic Waste	350	350	112	17	462	33
<i>Other Capital Funding Sources e.g.</i>						
- loans	0	0	0		0	0
<i>Income from sale of assets</i>						
- plant and equipment	1,000	1,000	0		1,000	0
- land and buildings	0	0	0		0	0
Total Capital Expenditure	24,215	24,215	15,103		39,318	4,310
Net Capital Funding	25,498	25,498	(391)		25,107	2,324

Actual Capital Funding exceeds actual Capital Expenditure due to full accrual of Stormwater levy and Grants received in advance. Carry over funding from the previous year is identified.

Recommended changes to revised budget

Capital Expenditure : It should be noted that the actual capital expenditure figure above does not include numerous known contracted commitments valued currently at \$6.186 million, including the following major items:

Bridges Maintenance	1,168,940
Playground Equipment	1,050,841
Sporting Facilities	1,017,673
Stormwater Maintenance	602,206
Waterways Programs	357,643
Parks Capital	307,088
Footpaths	263,028
Shopping Centre Upgrades	194,916
Public Place Presentation	153,644
Community Halls	122,675
Emergency Services	115,909
Office Accommodation	101,395

Attachment 5

SUTHERLAND SHIRE COUNCIL

Budget review for the quarter ended - 30 September 2016

Notes to the Capital Budget

Recommended changes to revised budget

The majority of additional works included below relate to works carried forward from 2015/16 (see Attachment 6) and the September Capital Capacity Review (see Attachment 7). Significant additional works are identified in the commentary.

Notes	Details		
1	New Plant and Equipment Works carried forward from 2015/16 (Attachment 6)	\$	1,165,188
2	New Land and Buildings Works carried forward from 2015/16 (Attachment 6) September Capital Capacity Review (Attachment 7)	\$	297,476 100,000
3	New Roads, Bridges, Footpaths, Drainage Works carried forward from 2015/16 (Attachment 6) September Capital Capacity Review (Attachment 7)	\$	560,682 2,330,615
4	New Passive Recreation Works carried forward from 2015/16 (Attachment 6)	\$	496,589
5	New Sporting Facilities Works carried forward from 2015/16 (Attachment 6)	\$	2,435,453
6	Renewal Land and Buildings Works carried forward from 2015/16 (Attachment 6) September Capital Capacity Review (Attachment 7)	\$	1,210,715 741,667
7	Renewal Roads, Bridges, Footpaths, Drainage Works carried forward from 2015/16 (Attachment 6) September Capital Capacity Review (Attachment 7) Further works included for Rawson Avenue On Road Cycle Lane (IPR049-16) Works transferred between categories - Scylla Bay Boat Ramp and Pontoon (Waterways) reallocated to Scylla Bay Oval Carpark (Roads, Bridges, Footpaths, Drainage)	\$	2,406,252 333,825 900,000 475,000
8	Renewal Waterways and Bate Bay Works carried forward from 2015/16 (Attachment 6) September Capital Capacity Review (Attachment 7) Works transferred between categories - Scylla Bay Boat Ramp and Pontoon (Waterways) reallocated to Scylla Bay Oval Carpark (Roads, Bridges, Footpaths, Drainage)	\$	347,786 (1,156,920) (475,000)
9	Renewal Passive Recreation Works carried forward from 2015/16 (Attachment 6) September Capital Capacity Review (Attachment 7)	\$	938,754 55,499
10	Renewal Sporting Facilities Works carried forward from 2015/16 (Attachment 6) September Capital Capacity Review (Attachment 7)	\$	1,582,303 (53,745)
11	SITA Funding Works carried forward from 2015/16 (Attachment 6) September Capital Capacity Review (Attachment 7)	\$	1,889,426 (955,000)
12	Other Capital Grants and Contributions Works carried forward from 2015/16 (Attachment 6) September Capital Capacity Review (Attachment 7) Further works included for Rawson Avenue On Road Cycle Lane (IPR049-16)	\$	805,348 1,118,588 400,000
13	Works in Progress Reserve Works carried forward from 2015/16 (Attachment 6) September Capital Capacity Review (Attachment 7)	\$	4,144,844 (57,085)

Attachment 5

SUTHERLAND SHIRE COUNCIL

Budget review for the quarter ended - 30 September 2016

Notes to the Capital Budget

Recommended changes to revised budget

The majority of additional works included below relate to works carried forward from 2015/16 (see Attachment 6) and the September Capital Capacity Review (see Attachment 7). Significant additional works are identified in the commentary.

Notes	Details		
14	Other Reserves		
	Works carried forward from 2015/16 (Attachment 6)	\$	1,055,663
	September Capital Capacity Review (Attachment 7)		992,269
15	Developer Contributions		
	Works carried forward from 2015/16 (Attachment 6)	\$	2,855,021
	September Capital Capacity Review (Attachment 7)		1,580,000
	Further works included for Rawson Avenue On Road Cycle Lane (IPR049-16)		500,000
16	Stormwater Levy Reserve		
	Works carried forward from 2015/16 (Attachment 6)	\$	578,796
	September Capital Capacity Review (Attachment 7)		72,171
17	Domestic Waste Reserve		
	Works carried forward from 2015/16 (Attachment 6)	\$	112,100

SUTHERLAND SHIRE COUNCIL

Budget review for the quarter ended - 30 September 2016

Capital Carry Overs from 2015/16

Program - Job / Asset	Annual Budget 2015/16 \$'000	Carry Over \$'000	Source of Funding						Plant Vehicle Sales	Other Revenue	General Revenue	
			Contribution	Grant	S94	Levy	Transfer from Reserve	Property Fund				SITA
Bridges Maintenance												
155020 Program - Bridge & Seawall Maintenance/Restoration	100,000	79,607										79,607
BM0006 216 Belgrave Esplanade Sylvania	22,174	3,252										3,252
Sub Total	122,174	82,859										82,859
Carparks												
141800 Croydon Street Carpark - Concrete Rectification Works	148,232	121,481										121,481
154650 Program - Carparks attached to buildings; renewals	50,000	47,000										47,000
Sub Total	198,232	168,481										168,481
Community Halls												
143330 Sutherland Precinct Redevelopment	100,000	31,977								31,977		
163220 Engadine Town Square - Clock Tower Renewal	14,800	12,729	12,729									
163230 Bundeena Community Hall Kitchen Upgrade	30,530	6,525		3,313								3,212
Sub Total	145,330	51,231	12,729	3,313						31,977		3,212
Works in Conjunction												
154700 Program - Road frontage works in conjunction with Developme	50,000	45,795										45,795
161180 Ocean Grove Ave footpath upgrade	113,527	17,901										17,901
Sub Total	163,527	63,696										63,696
Cycleways												
140960 Woollooware Bay Stage 6 Studies	70,479	47,411										-
153580 Como Railway shared path	50,000	45,000										45,000
154730 Program - Cycleways - As Per Sutherland Council Bicycle Netw	100,000	27,860										27,860
Sub Total	220,479	120,271										72,860
Depots												
162980 Bate Bay Depot		(21,629)										
162990 Waste Services Crib Room renovation.	100,000	94,000									94,000	
163010 Bath Road Depot Bottom Yard - Tyre Compound	28,100	28,100									18,100	
163910 Bath Road Depot - Upgrade of the evacuation warning system	55,000	55,000										55,000
Sub Total	183,100	155,471								112,100		65,000
Drainage Construction												
151990 Gwawley Creek, Sylvania - Rock Gabion Wall	20,000	5,000										5,000
152020 156 Karimba Road Miranda - Piping of open drain	20,000	19,200										19,200
155150 Drainage Investigation - 364-374 Port Hacking Road, Caringba	10,000	9,600										9,600
156460 Drainage Investigation - 231-237 Prices Circuit, Woronora	21,000	6,352								6,352		
160010 Prince Street Seawall Rectification Works - Design	77,968	41,849										41,849
Sub Total	148,968	82,001								6,352		75,649
Drainage Studies												
156400 Bundeena Creek Floodplain Risk Management Study and Plan	135,000	135,000										45,000
156490 Kareela Golf Course - Management Plan	30,000	30,000								15,000		15,000
Sub Total	165,000	165,000								15,000		60,000
Emergency Services Vehicles												
EM0000 Emergency Services Vehicles	80,000	80,000										80,000
Sub Total	80,000	80,000										80,000

SUTHERLAND SHIRE COUNCIL

Budget review for the quarter ended - 30 September 2016
Capital Carry Overs from 2015/16

Program - Job / Asset	Annual Budget 2015/16 \$'000	Carry Over \$'000	Source of Funding					Plant Vehicle Sales	General Revenue
			Contribution	Grant	S94	Levy	Property Fund		
Emergency Services									
154640 Program - RFS and SES Buildings Unplanned Renewals	8,000	3,000							3,000
155190 Heathcote Fire Control Centre - Vehicle Accommodation Design	10,000	9,000							9,000
156530 Menai SES - Satellite Site	50,000	47,000				47,000			
156540 Hungary Point SES - Satellite Site	60,000	56,085	30,000			26,085			
161470 Sandy Point RFS - Building Replacement	50,000	46,880				46,880			
162650 Waterfall RFS - mezzanine area	42,974	5,447	5,447						
ES0033 Menai Rural Fire Service Station Building	1,146,912	25,000				25,000			
Sub Total	1,367,886	192,412	35,447			144,965			12,000
Footpaths									
153300 North West Arm Road, Grays Point - Saville's Creek Footbridge	200,000	178,074				103,074			75,000
160250 Malson Crescent, Miranda - Footpath Construction	130,500	122,560							122,560
Sub Total	330,500	300,634				103,074			197,560
Golf Driving Range									
150068 The Ridge Sports Complex Dam - Water treatment	280,000	150,167							150,167
Sub Total	280,000	150,167							150,167
Greenhills Sports Complex									
155850 Greenhills Skate Park Lighting	100,000	86,120			86,120				
155860 Greenhills Public Domain Improvements - Stage 1	100,000	42,602			42,602				
GH0002 Greenhills Hockey Field 2 & 3 Construction Stage 1B	2,381,569	1,949,702			1,949,702				
GH0003 Greenhills Hockey Amenities Stage 1B	235,000	233,125	135,000		98,125				
Sub Total	2,816,569	2,311,549	135,000		2,176,549				
Heavy Vehicles									
149010 Heavy Vehicles Sales/Purchases	1,424,614	821,005							821,005
Sub Total	1,424,614	821,005							821,005
Leisure Centres									
154180 Sutherland Leisure Centre - Utility Pool Renewal	18,000	2,420							2,420
154190 Sutherland Leisure Centre - Heat Pump Heat Exchangers Ren	20,000	1,381							1,381
155280 Cronulla Sports Complex - Rectification Works	74,000	29,819							29,819
162950 Engadine Leisure centre Program Pool Enclosure	10,000	9,400				9,400			
163260 Engadine Leisure Centre - EWIS Installation (BCA compliance)	32,276	1,276							1,276
Sub Total	154,276	44,296				9,400			34,896
Long Day Care									
150310 Caldera Avenue Childcare Centre - Outdoor Play Space Upgr	231,000	9,770				9,770			
155550 Moore St LDCC - Alterations to existing verandah roof area	45,000	45,000				45,000			
163590 Moore St Child Care Centre - Floor coverings replacement	40,000	40,000				40,000			
163600 Dianella SLDCC cabinetry replacement	10,000	10,000				10,000			
Sub Total	326,000	104,770				104,770			
Light Vehicles									
149000 Light Vehicles Sales/Purchases	1,150,000	264,183							264,183
Sub Total	1,150,000	264,183							264,183

SUTHERLAND SHIRE COUNCIL

Budget review for the quarter ended - 30 September 2016
Capital Carry Overs from 2015/16

Program - Job / Asset	Annual Budget 2015/16 \$ 000	Carry Over \$ 000	Source of Funding						General Revenue	
			Contribution	Grant	S94	Levy	Property Fund	SITA		Plant Vehicle Sales
Office Accommodation										
155830 Administration Building Renewal	108,000	47,135								47,135
OA0008 Administration Centre Re-Organisation	111,236	38,842								38,842
170980 Activity Based Working- Level 1		270,000								270,000
Sub Total	219,236	355,977								355,977
Playground Equipment										
150280 Gynea Community Centre Playground	50,000	50,000		50,000						
PE0064 Roger Summers Playground Stage II - Bundeena	708,393	622,742		222,742		300,000				100,000
Sub Total	758,393	672,742		272,742		300,000				100,000
Parks Capital										
140390 Cronulla Rock Pool Improvements	76,849	69,164								69,164
142010 Beach Park Lane Boundary Wall	186,853	57,783								57,783
150080 Program Playground Renewals and Shade in identified Reserv	316,375	137,000								137,000
151220 Old Ferry Road Reserve upgrade, stage 1	83,103	33,089		33,089						33,089
152250 Joseph Banks Native Reserve Stage 2 - Picnic area, terraced	75,000	12,027		12,027						12,027
153260 Dunningham Park - Paving, Picnic and Playground Extension	50,000	50,000		50,000						50,000
153940 Como Pleasure Grounds lower path connection	10,000	3,600		3,600						3,600
155220 Barden Ridge Park 150 Old Illawarra Road	135,000	120,047							120,047	120,047
155920 Kareela Playing Fields Drainage	220,000	177,743			173,743					4,000
156090 Dunningham Park seawall	100,000	54,015		54,015						54,015
160060 Kareela Flying Fox Camp - Buffer rehabilitation	95,858	38,245								38,245
160070 Kareela Flying Fox Camp Dispersal	305,035	38,099							44,393	38,099
161330 Kareela Bat Camp Site Masterplan	44,393	44,393						44,393		44,393
163030 Improving Shorebird Habitat Botany Bay	81,087	74,302		74,302						74,302
PK0162 Como Pool Path	125,889	32,748		32,748						32,748
Sub Total	1,905,442	942,255		74,302		173,743		44,393		120,047
Public Toilets										
162770 Replacement of Toilet Block - Bundeena Reserve	15,000	14,100								14,100
Sub Total	15,000	14,100								14,100
Roads Construction										
140200 Bournemouth Street, Bundeena - Road Construction Program	681,550	111,193								111,193
153800 Princes Highway Access Road, Kirrawee - Road Construction	147,600	138,547								138,547
153900 Osprey Drive, Illawong - Retaining Wall	119,878	103,865						38,987		64,878
162130 Grays Point Road landslip Stabilisation	100,000	53,615								53,615
162140 8 Sladden Road Rock cutting stabilisation	50,000	45,745								45,745
Sub Total	1,099,028	452,965						38,987		413,978
Regional Roads										
153530 Captain Cook Drive (between Woollooware Road and Elouera f	1,185,000	100,948		100,876						72
RG0036 Captain Cook Drive, Woollooware - Offset Strategy Works	112,425	69,942		57,517						12,425
Sub Total	1,300,425	170,890		158,393						12,497
RTA Block Grant										
154860 Program: RMS Traffic Facilities Linemarking and Signposting	520,000	3,089								3,089
Sub Total	520,000	3,089								3,089

SUTHERLAND SHIRE COUNCIL

Budget review for the quarter ended - 30 September 2016
Capital Carry Overs from 2015/16

Program - Job / Asset	Annual Budget 2015/16 \$'000	Carry Over \$'000	Source of Funding					General Revenue					
			Contribution	Grant	S94	Levy	Transfer from Reserve		Property Fund	SITA	Plant Vehicle Sales	Other Revenue	
Public Place Presentation													
150380 Taren Point Road Beautification-Landscaping	125,855	85,204			85,204								41,000
153620 Roundabout / Median Upgrades	50,000	41,000											12,917
156270 Shopping Centre Renewals	94,195	12,917											
161450 Menal Road Carter Road Roundabout Landscaping	100,000	5,980			5,980								
Sub Total	370,050	145,101			91,184								53,917
Surf Clubs													
163160 Renewal of the sub - sills to the windows in the Fitness Fir	20,000	20,000											20,000
Sub Total	20,000	20,000											20,000
Stormwater Maintenance													
156200 Manton Park Wetland Weed Management	50,000	14,960	14,960										
156600 Water Street + Grandview	20,000	8,016					8,016						
156650 Binney Street, Caringbah South - Drainage Upgrade	130,000	(2,365)					(2,365)						
163110 Woronora River Flood Warning System - Upgrade and Mainten	16,000	4,850			4,850								
163510 Koala Road, Lilli Pilli - Drainage Upgrade	2,000	2,000			2,000								
Sub Total	218,000	27,261	14,960		12,301								
Parks Capital													
150061 The Ridge LED Lighting upgrade - Stage 1 - Entry Rd (V4)	186,000	156,944						156,944					
150062 The Ridge LED Lighting upgrade - Stage 2 - General Rds (P3)	205,000	196,800						196,800					
153400 Soldiers Road Baseball Field - footpath stage 2	21,000	19,507											19,507
153890 Sylvania Waters Athletics Track Resurface	-	(578)											(578)
154210 Kareela Sports Field site - ancillary amenity upgrades	1,000,000	735,055						735,055					18,000
154290 Waratah Park Sports Complex masterplan	20,000	18,000											
154291 Waratah AFL/Cricket field (Lincoln oval) - Development to Re	325,000	275,821											
154820 Program: Oval Fencing-unplanned renewals	25,000	22,592							7,108				
154830 Program: Sports field floodlighting - unplanned renewals	100,000	57,108											
154920 Program: Netball court surface renewals	25,000	20,036											
155230 Scylla Bay - Como Jannali RLFC Replacement and amenities t	200,000	123,184			123,184								
163070 Construction of recycle waste storage areas	17,243	16,208			16,208								
SP0126 The Ridge Off Road Bike Park	50,000	47,000								47,000			
Sub Total	2,174,243	1,687,677			16,208			360,852		47,000			129,557
Shopping Centre Upgrades													
142021 Sylvania Heights Shopping Centre Upgrade - Design and Cons	43,184	43,184											43,184
143190 Sylvania Shopping Centre Upgrade Masterplan	63,609	51,100											51,100
143191 Sylvania Shopping Centre Upgrade - Investigation and Design	625,000	569,526								569,526			
163050 Miranda Shopping Centre - Miscellaneous Works	50,000	16,938			16,938								
163080 Ocean Grove Ave - Renewal	50,000	38,912								38,912			
SU0025 Sutherland Shopping Centre Underground Power	289,433	128,290			35,000					73,290			20,000
SU0041 Sutherland Shopping Centre Stage 3	135,675	122,020								122,020			
Sub Total	1,256,901	969,970			35,000			234,222		569,526			114,284
Traffic Engineering													
153670 Belgrave Esplanade at Murrumbidgee Avenue - Pedestrian Re	20,000	9,200											9,200
Sub Total	20,000	9,200											9,200

SUTHERLAND SHIRE COUNCIL

Budget review for the quarter ended - 30 September 2016
Capital Carry Overs from 2015/16

Program - Job / Asset	Annual Budget 2015/16 \$'000	Carry Over \$'000	Source of Funding						Plant Vehicle Sales	Other Revenue	General Revenue	
			Contribution	Grant	S94	Levy	Property Fund	SITA				Transfer from Reserve
Traffic Management												
140980 Rawson Avenue On Road Cycle Lane	241,541	32,393										32,393
142050 Integrated Transport Strategy (Shirewide)	22,163	22,163										22,163
142070 Resident Parking Scheme	50,000	20,000										20,000
153920 Sylvania Road, Miranda - Rail Pass Safety Fence	30,000	27,000										27,000
154720 Program: Pedestrian Accessibility and Improved Mobility	75,000	29,967										29,967
154850 Program: Traffic Engineering and Pedestrian Facilities	106,273	56,414										56,414
155260 Fowler Road / Heritage Drive Roundabout, Illawong	50,000	45,000										45,000
Sub Total	574,977	232,937										232,937
WASIP												
W10017 Reduction of Irrigation Events Project 26	2,626	683		683								
W10042 Support Staff & Resources-Council & Community Groups No4:	140,056	114,002		113,779								223
Sub Total	142,682	114,685		114,462								223
Waterways Programs												
152220 Burnum Burnum boat ramp upgrade	220,000	178,792		68,706					110,000			86
152230 Tonkin Oval boat ramp and wharf upgrade	75,000	14,911		14,911								
152670 Tom Uglis wharf upgrade	50,000	26,060		1,060								25,000
152710 Oyster Bay boat ramp upgrade		(2,990)		(2,990)								
152860 Holts Point Place boat ramp		(2,990)		(2,990)								
154450 Burnum Burnum Wetland Management Plan Implementation - I	90,000	86,400					86,400					7,000
156280 Hydrographic survey of the waterways in the Shire	10,000	7,000										7,514
163330 Waterways Infrastructure Renewal Program	55,054	7,514										
Sub Total	500,054	314,697		78,697			86,400		110,000			39,600
Operating Budgets												
AC 3PWT Maintenance Playground Equipment	102,400	3,757										3,757
PM 3RMA Loftus Community Centre Roof Repair	60,000	60,000										60,000
SS 3AOS Oval Fencing and Equipment	94,085	46,929										46,929
RE 3EPR RID Squad Equipment/Office/Fitout	150,323	38,940										38,940
Sub Total	406,808	149,626										149,626
TOTAL INFRASTRUCTURE	20,777,894	11,441,198	176,507	628,841	2,855,021	578,796	1,167,763	-	1,889,426	-	-	4,144,844

SUTHERLAND SHIRE COUNCIL

Budget review for the quarter ended - 30 September 20'16

Capital Capacity Review

Program - Job / Asset	20'16/17		Source of Funding				SITA	Comments
	Sept Budget Review \$'000	Total Adjustment \$'000	General Revenue	Section 94 Grants	Levies	Transfer from Reserve		
Additional Works and New Projects								
153890 Sylvania Waters Athletics Track Resurface	899,422	50,000	50,000					Requires additional funds
163600 Dianella St LDCC cabinetry replacement	20,000	10,000				10,000		Child Care Reserve
163550 Caldera Ave Child Care Centre Kitchen Replacement	75,000	75,000				75,000		Child Care Reserve
163560 Fauna Place Child Care Centre Kitchen Replacement	75,000	75,000				75,000		Child Care Reserve
163570 Bradman Rd Child Care Centre Kitchen Replacement	75,000	75,000				75,000		Child Care Reserve
150300 Dianella Street Childcare Centre-Outdoor Play Space Upgrade	377,159	127,159				127,159		Child Care Reserve
163650 Waratah St Child Care Centre - Renewal of Children's Amenities	41,000	41,000				41,000		Child Care Reserve
163690 Renewal Fauna Place Child Care Centre - Children's Amenities	51,000	51,000				51,000		Child Care Reserve
163700 Renewal Canberra Rd Child Care Centre	44,000	44,000				44,000		Child Care Reserve
163710 Canberra Rd Child Care Centre	10,000	10,000				10,000		Child Care Reserve
163870 Preston Oval - Public toilets & Clubhouse Extension	380,000	380,000		10,000	25,000	255,000		Child Care Reserve \$25,000 Grant secured by cup for building partnership. Club contribution \$100,000 as per previous agreement.\$157, 330 Capital/Community works.
156530 Menai SES - Sub-unit Site	75,508	28,508		28,508				
153750 Parc Menai - Additional Play Facilities, Shade, BBQ & Seating	120,000	75,000			75,000			
140960 Woolloomare Bay Shared Pathway Stage 6	3,459,411	2,452,000		952,000	1,500,000			Additional RMS Grant Funds
170360 Cronulla Park Bin Surrounds	55,500	55,500	55,500					Requires additional funds, not covered by insurance
170230 Administration Building A/C Replacement	90,000	90,000				90,000		Energy Reserve
Program - Building Assets Planned Renewals - Condition 4 & 5	200,000	200,000				200,000		Savings from 2015/16 - Community facilities funds
PT0140 Don Lucas Reserve Toilet Facilities	100,000	100,000			10,000			Further works in Don Lucas Reserve
171280 Hungry Point-Preparing Site for Community Access	100,000	100,000	100,000					Urgent amenities work
164780 Bonna Point pontoon storm damage repair	186,962	186,962		186,962				RMS Grant Funds
164790 Bundeena Wharf storm damage repair	111,118	111,118		111,118				RMS Grant Funds
170060 Hazelhurst Cottage - Heritage Repairs	15,000	15,000		15,000				Friends of Hazelhurst are funding
171440 Replacement of Kurnell baths shark netting	40,000	40,000	40,000					Urgent repair works following storm damage.
153430 Sutherland Shire Traffic and Transport Model 2'16 Belgrave Esplanade, Sylvania - Seawall	148,615	28,615	28,615					Land Acquisition Draining Easement Reserve
BM0006 Replacement Accommodation for Titans FC at Coachwood Reserve, Alfords Point	1,081,126	15,091				15,091		Funds from State Govt
170180 Alfords Point	200,000	200,000	200,000		200,000			
171760 Lilli Pilli Oval turf and irrigation	200,000	200,000	200,000					Energy Reserve
150068 The Ridge Sports Complex Dam - Water treatment	200,167	50,000				50,000		Community Facilities Fund
152150 Loftus Oval Clubhouse - Sewer System Renewal	125,000	125,000				125,000		Fire Safety upgrades Carrngbah Library, Cronulla Sports Complex, SEC Fire Dampers
154680 Program - Fire risk management and compliance measures	125,000	75,000	75,000					

SUTHERLAND SHIRE COUNCIL

Budget review for the quarter ended - 30 September 20'16

Capital Capacity Review

Source of Funding

20'16/17

Program - Job / Asset	Sept Budget Review \$'000	Total Adjustment \$'000	General Revenue	Contributions	Grants	Section 94	Levies	Transfer from			Comments	
								Reserve	Property Fund	SITA		
163160 Renewal of the sub-sills to the windows in the Fitness First Area of the Wanda Surf Club	40,000	20,000						20,000			Energy Reserve Increase scope of works and labour costs	
143191 Sylvania Shopping Centre Upgrade - Investigation and Design	940,626	320,000								320,000		
156290 Watercourse Rehabilitation - Tudar Road Wetland Drainage Investigation - 231-237 Prices Circuit;	22,171	22,171					22,171					
156460 Woronora	455,000	308,648	158,648	100,000			50,000				Tfr \$158k from Capital Works Reserve, \$50k Stormwater Reserve	
TOTAL ADDITIONAL WORKS & NEW PROJECTS	10,138,785	5,756,772	707,763	53,508	1,575,080	1,585,000	72,171	1,263,250	0	320,000		
Write Backs/Savings/Project Reductions												
155260 Fowler Road / Heritage Drive Roundabout, Illawong	45,000	(150,000)								(150,000)	Funding removed by MOT009-17	
151221 Old Ferry Road Reserve upgrade stage 2	308,089	(400,000)								(400,000)	Funding removed by MOT009-17	
153750 Seating	120,000	(75,000)						(75,000)			Project complete remaining - budget returned	
161180 Ocean Grove Ave footpath upgrade	4,000	(13,901)	(13,901)									
TOTAL WRITE BACKS/SAVINGS/PROJECT REDUCTIONS	477,089	(638,901)	(13,901)	0	0	0	0	(75,000)	(550,000)	0		
Proposed Re-Phasing of Works												
155310 Cronulla Surf Life Saving Club - BCA Upgrade Works		(1,000,000)								(1,000,000)	Placed into reserve until the club is ready to commence works.	
151221 Old Ferry Road Reserve upgrade stage 2	308,089	(200,000)		(200,000)							Rephased to reflect Winter 2017 delivery	
152830 Bonnet Bay pontoon and car park upgrade	50,000	(300,000)	(150,000)	(150,000)							Rephased to reflect Winter 2017 delivery	
152860 Holts Point Place boat ramp	47,010	(200,000)	(100,000)	(100,000)							Rephased to reflect Winter 2017 delivery	
152930 Captain Cook Bridge SCLIF - kayak launching facility	50,000	(150,000)	(75,000)	(75,000)							Rephased to reflect Winter 2017 delivery	
152230 Tonkin Oval boat ramp and wharf upgrade	444,911	(95,000)		(95,000)							Rephased to reflect Winter 2017 delivery	
152710 Oyster Bay boat ramp upgrade	47,010	(150,000)	(75,000)	(75,000)							Rephased to reflect Winter 2017 delivery	
The Ridge LED Lighting upgrade - Stage 1 - Entry Rd (V4)		(353,744)							(353,744)		Rephase for 17/18 delivery and ensure adequate funding.	
150061 Sylvania Heights Shopping Centre Upgrade - Design and Construction		(318,184)	(43,184)							(275,000)	Works to be completed by developer	
TOTAL WRITE BACKS/SAVINGS/PROJECT REDUCTIONS	947,020	(2,766,928)	(443,184)	0	(600,000)	(95,000)	0	(353,744)	0	(1,275,000)		

SUTHERLAND SHIRE COUNCIL

Budget review for the quarter ended - 30 September 2016

Cash & Investments

	Opening Balance 1.7.16 \$'000	2016/17 Budget Movements	ORIGINAL Budget 2016/17 \$'000	REVISED budget \$'000	Recommended changes for Council Resolution \$'000	PROJECTED year end Result 2016/17 \$'000	ACTUAL YTD \$'000
UNRESTRICTED	1,000	0	1,000	1,000	0	1,000	27,933
EXTERNALLY RESTRICTED							
<i>Developer contributions</i>	33,109	4,234	37,343	37,343	(4,935)	32,408	37,192
<i>Special purpose grants</i>	30	0	30	30	0	30	30
<i>Domestic waste management</i>	10,544	(350)	10,194	10,194	(112)	10,082	10,082
<i>Stormwater Management</i>	716	0	716	716	(651)	65	65
TOTAL EXTERNALLY RESTRICTED	44,399	3,884	48,283	48,283	(5,698)	42,585	47,369
INTERNALLY RESTRICTED							
<i>Anzac Youth & Recreation</i>	50	0	50	50	0	50	50
<i>Before & After School Care</i>	239	0	239	239	0	239	239
<i>Building Damage Deposits</i>	9,800	0	9,800	9,800	0	9,800	9,800
<i>Business Accelerator IT & Furniture</i>	189	0	189	189	(119)	70	189
<i>Capital Works Reserve</i>	4,068	(1,195)	2,873	2,873	(774)	2,099	3,423
<i>Child Care Centre</i>	1,798	(270)	1,528	1,528	(613)	915	1,185
<i>Community Facilities</i>	594	0	594	594	(482)	112	14
<i>Cronulla Plaza Refurbishment</i>	104	0	104	104	(39)	65	65
<i>Cronulla Waste Water Reuse Scheme</i>	90	20	110	110	0	110	90
<i>Elections</i>	702	(702)	0	0	0	0	702
<i>Emergency Services Infrastructure</i>	301	0	301	301	(145)	156	181
<i>Employee Leave Entitlements</i>	4,552	(209)	4,343	4,343	0	4,343	4,552
<i>Energy Audit Upgrade</i>	2,150	0	2,150	2,150	(160)	1,990	1,990
<i>Entertainment Audio Visual System</i>	72	0	72	72	(11)	61	72
<i>Family Day Care</i>	7	0	7	7	0	7	7
<i>Future Budgets Reserve</i>	2,601	(2,309)	292	292	139	431	431
<i>Hazelhurst Gallery Upgrade</i>	55	0	55	55	0	55	55
<i>Kareela Oval Upgrade Works</i>	2	0	2	2	0	2	2
<i>Kindergarten Upgrades</i>	166	0	166	166	0	166	166
<i>Land Acquisitions/ Easements</i>	100	0	100	100	(15)	85	85
<i>Leisure Centres</i>	892	(120)	772	772	66	838	838
<i>Library Improvement</i>	945	0	945	945	0	945	945
<i>Long Day Care Maternity Leave</i>	383	0	383	383	0	383	383
<i>Office Automation</i>	1,364	0	1,364	1,364	0	1,364	1,364
<i>Parks Capital Reserve</i>	44	0	44	44	(44)	0	0
<i>Plant Replacement Reserve</i>	765	0	765	765	0	765	765
<i>Property Development</i>	1,730	698	2,428	2,428	550	2,978	2,280
<i>SITA Funding</i>	0	0	0	0	0	0	(934)
<i>Sporting Facilities Development Fund</i>	1,000	0	1,000	1,000	0	1,000	1,000
<i>Surf Club Infrastructure Works</i>	65	0	65	65	0	65	65
<i>Sutherland Entertainment Redevelopment</i>	257	0	257	257	0	257	257
<i>Tennis Facilities</i>	170	0	170	170	0	170	170
<i>Vacation Care</i>	4	0	4	4	0	4	4
<i>Works In Progress</i>	2,462	0	2,462	2,462	(2,000)	462	2,462
TOTAL INTERNALLY RESTRICTED	37,721	(4,087)	33,634	33,634	(3,647)	29,937	32,847
TOTAL RESTRICTED	82,120	(203)	81,917	81,917	(9,345)	72,522	80,216
TOTAL CASH & INVESTMENTS	83,120	(203)	82,917	82,917	(9,345)	73,522	108,149
AVAILABLE CASH	1,000	0	1,000	1,000	0	1,000	27,933

Notes:

The **available cash** position excludes restricted funds. External restrictions are funds that must be spent for a specific purpose and cannot be used by council for general operations. Internal restrictions are funds that council has determined will be used for a specific future purpose.

ORIGINAL Budget +/- approved budget changes in previous quarters = REVISED Budget

REVISED Budget +/- recommended changes this quarter = PROJECTED year end result

Comment on cash and investments position

Comments as per monthly Cash & Investments Report to Council.

Recommended changes to revised budget

No major impacts on original budgets at September review.

Statements:Investments

Restricted funds are invested in accordance with adopted budget and current cash investment policy.

Cash

The reconciliation of cash with the bank statement is monitored daily and is completed and signed off at the end of each month and reported to Council as part of the monthly Cash & Investments report. The last completed bank reconciliation was 30 September 2016.

Attachment 9

SUTHERLAND SHIRE COUNCIL

Budget review for the quarter ended - 30 September 2016

Contracts

Contractor	Contract detail & purpose	Contract value \$	Commencement date	Duration of contract	Budgeted (Y/N)
BNS Landscapes Pty Ltd	T639/16 Seawall Reconstruction at Belgrave Esplanade, Sylvania Waters	1,279,234	17/10/2016	4 months	Y
Momentum Built Pty Ltd	T0045/15 Design and Construct a New Single Storey Amenities Building at Greenhills Parklands	742,857	17/10/2016	5 months	Y
Renworx Pty Ltd	T654/16 Design and Construct Irrigation System, Drainage and Turf at Lincoln Oval	731,169	15/08/2016	7 months	Y
Sullivans Constructions	Q664/16 Pedestrian Bridge and associated Civil Works at Savilles Creek, Grays Point	196,668	5/09/2016	3 months	Y

Notes

1. Minimum reporting level is 1% of estimated income from continuing operations or \$50,000 whichever is the lesser.
2. Contracts to be listed are those entered into during the quarter and have yet to be fully performed, excluding contractors that are on Council's preferred supplier list).
3. Contracts for employment are not required to be included.
4. Where a contract for services etc was not included in the budget, an explanation is to be given (or reference made to an explanation in another Budget Review Statement).
5. The above Contract Values are inclusive of GST.

This document forms part of Sutherland Council's Quarterly Budget Review Statement for the quarter ended xxx/xx/xx and should be read in conjunction with other documents in the QBRs.

Attachment 10

SUTHERLAND SHIRE COUNCIL

Budget review for the quarter ended - 30 September 2016

Consultancy and Legal expenses

Expense	Expenditure YTD \$	Budgeted (Y/N)
Consultancies	<u>320,996</u>	<u>Y</u>
Legal Fees	<u>29,535</u>	<u>Y</u>

Definition of consultant:

A consultant is a person or organisation engaged under contract on a temporary basis to provide recommendations or high level specialist or professional advice to assist decision-making by management. Generally it is the advisory nature of the work that differentiates a consultant from other contractors.

NOTES:

Where any expenses for Consultancy or Legal fees (including Code of Conduct expenses) have not been budgeted for, an explanation is to be given. Report on external expenses only (not internal expenses).

SUTHERLAND SHIRE COUNCIL

Budget review for the quarter ended - 30 September 2016

Budget Review Key Performance Indicators

Council has identified two key financial performance indicators that provides an indication of its current financial position and long term financial sustainability.

The indicators are:

<u>Unrestricted Current Ratio</u>	<u>Debt Service Ratio</u>
Estimated as at 30 June 2017 1.69	Estimated as at 30 June 2017 14.30%
Actual as at 30 June 2016 1.86	Actual as at 30 June 2016 10.65%

Note: Unrestricted Current Ratio is projected for the year end result. The figure is an unrealistic ratio at any other point in time due to many factors.

GOV004-17 CASH PAYMENTS & INVESTMENTS REPORT – SEPTEMBER 2016

Attachments: Appendices A and B

EXECUTIVE SUMMARY

- This report provides details of Council's investment performance for the period ending 30 September 2016, along with presenting cash and investment balances and diversification.
- Council may invest funds that are not, at any particular time, required for any other purpose. Investment of these funds must be in accordance with relevant legislation and regulations and in accordance with Council's Policy for Investment of Cash Balances. Details of these investments must be reported to Council monthly.
- The return on Council's portfolio to 30 September 2016 was 3.05% compared to the benchmark of 1.94%.
- All investments have been made in accordance with legislative requirements and within relevant Council policy.

REPORT RECOMMENDATION

That the information concerning Bank Balances and Investments held as at 30 September 2016, be received and noted.

PURPOSE

The purpose of this report is to advise Council of funds invested in accordance with Section 625 of the Local Government Act. Additionally, the report provides details and certification as required by Clause 212(1) of the Local Government (General) Regulation 2005.

BACKGROUND

The Cash Payments and Investments Report is required to be submitted for Council's consideration each month detailing investments and their performance.

DISCUSSION

Council invests funds which are not required in the short term for any other purpose. These investments are governed by strict legislative requirements and Council's Policy for Investment of Cash Balances. The Responsible Accounting Officer must report to Council monthly details of the funds invested and certify that they have been made in accordance with the legislation and policy.

The return on Council's total investment portfolio has averaged 3.05% for the period to 30 September 2016 against a benchmark of 1.94%. Total interest earned for the three months was \$701k against a budget of \$2.380 million, of which \$283k is applicable to the Section 94 Trust Fund. Details of the investments and performance are in the attached document (Appendix B).

CONSULTATION

Appropriate consultation has occurred with Council's financial investment advisor and fund managers.

BUDGET

Actual investment income is significantly greater than the proportional annual budget for the three months, however, the majority of this gain is attributable to the Section 94 Trust Fund and will be transferred accordingly. Consideration also needs to be given to recent interest rate reductions which will impact on this position, along with the maturing of higher yielding deposits in the new year. The trend will be monitored over the next few months with a view to amending the budget in the December Budget Review.

CERTIFICATION BY RESPONSIBLE ACCOUNTING OFFICER

In accordance with clause 212 of the Local Government (General) Regulation 2005, I hereby certify that all investments have been made in accordance with the Act, the regulations and Council's investment policy.



Greg Hayes
Manager Finance and
Responsible Accounting Officer

RESPONSIBLE OFFICER

The officer responsible for the preparation of this Report is the Manager Finance, Greg Hayes, who can be contacted on 9710 0334.

File Number: 2016/250910

Appendix A – Summary of Cashbook Balances as at 30 September 2016 and Summary of Bank Balances

SUMMARY OF CASHBOOK BALANCES AS AT 30 SEPTEMBER 2016

FUND	OPENING BALANCE	RECEIPTS	EXPENDITURE	CLOSING BALANCE
General 1 & 2	6,733,020.55	32,623,866.10	(39,516,055.85)	(159,169.20)
Trust 1	460,786.07	2,939,969.27	(2,997,894.81)	402,860.53
Trust 2	27,875.00	0.00	0.00	27,875.00
Bushfire Trust	20,589.61	0.00	(2,576.75)	18,012.86
SES Trust	242.80	0.00	0.00	242.80
Australand	103,918.75	0.00	0.00	103,918.75
Total	7,346,432.78	35,563,835.37	(42,516,527.41)	393,740.74

SUMMARY OF BANK BALANCES

FUND	BANK BALANCE	UNPRESENTED CHEQUES	CASH ON HAND	ADJUSTMENTS	CASHBOOK BALANCE
General Fund	567,289.45	(164,745.40)	90,191.33	1 (76,478.12) 2 (552,909.94) 3 (22,516.52)	(159,169.20)
Trust Funds	0.00	0.00	0.00	2 430,735.53	430,735.53
Bushfire Trust	0.00	0.00	0.00	2 18,012.86	18,012.86
SES Trust	0.00	0.00	0.00	2 242.80	242.80
Australand	0.00	0.00	0.00	2 103,918.75	103,918.75
Total	567,289.45	(164,745.40)	90,191.33	(98,994.64)	393,740.74

- 1 Direct Deposit not receipted
- 2 Due to/from GF1/Trust Funds
- 3 Over/Under Receipting (Sep/Oct)

This appendix identifies cash movements throughout the month along with a summary bank reconciliation statement.



Investment Summary Report September 2016

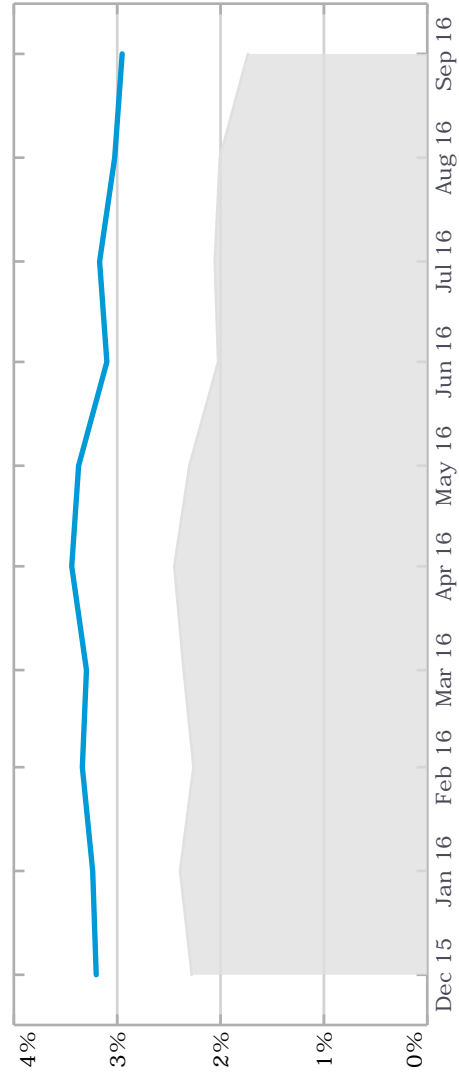
Application of Funds

	Face Value (\$)	Face Value (\$)
General Fund 1	68,505,150.83	
Trust Fund - Section 94	37,192,138.62	
Custodial Funds	2,300,000.00	
Total	107,997,289.45	

Cash and Investment Holdings

	Face Value (\$)	Current Value (\$)	Current Yield (%)
Cash	12,747,289.45	12,747,289.45	1.0955
Floating Rate Note	23,000,000.00	23,063,090.00	3.1068
Term Deposit	72,250,000.00	72,250,000.00	3.3248
Total	107,997,289.45	108,060,379.45	3.0152

Investment Performance



■ Portfolio Annualised Return ■ AusBond BB Index Annualised Return

	Performance	AusBond BB Index Outperformance
September 2016	2.95%	1.74%
Last 3 Months	3.05%	1.94%
Last 6 Months	3.19%	2.10%
Financial Year to Date	3.05%	1.94%
		1.11%

Cash Accounts

Face Value (\$)	Current Yield	Institution	Credit Rating	Purchase Price (\$)	Purchase Date	Current Value (\$)	Accrued Interest (\$)	Reference
12,180,000.00	1.1000%	Commonwealth Bank of Australia	A-1+	4,000,000.00	3-Mar-16	4,000,000.00	71,324.93	12565
567,289.45	1.0000%	Commonwealth Bank of Australia	A-1+	1,500,000.00	4-Mar-16	1,500,000.00	26,967.53	12569
12,747,289.45	1.0955%			2,000,000.00	17-May-16	2,000,000.00	22,520.55	12582
				2,000,000.00	7-Jun-16	2,000,000.00	19,132.05	12599
				1,500,000.00	10-Jun-16	1,500,000.00	14,163.70	12601
				1,500,000.00	24-May-16	1,500,000.00	16,027.40	12584
				1,500,000.00	7-Jul-16	1,500,000.00	10,496.71	12614
				3,000,000.00	8-Sep-16	3,000,000.00	5,104.11	12643
				2,500,000.00	23-Aug-16	2,500,000.00	7,212.33	12630
				3,000,000.00	1-Sep-16	3,000,000.00	6,657.53	12636
				2,000,000.00	24-May-16	2,000,000.00	21,726.03	12585
				3,000,000.00	26-Aug-16	3,000,000.00	8,136.99	12632
				3,000,000.00	18-Aug-16	3,000,000.00	10,126.03	12628
				2,000,000.00	27-Mar-12	2,000,000.00	67,673.42	11567
				2,750,000.00	28-Jun-16	2,750,000.00	21,472.60	12609
				2,000,000.00	19-Aug-16	2,000,000.00	6,597.26	12629
				3,000,000.00	30-Aug-16	3,000,000.00	7,364.38	12633
				1,000,000.00	4-May-12	1,000,000.00	25,479.45	11594
				3,000,000.00	4-May-12	3,000,000.00	75,205.48	11595
				3,000,000.00	16-May-16	3,000,000.00	34,027.40	12580

Term Deposits

Maturity Date	Face Value (\$)	Rate	Institution	Credit Rating	Purchase Price (\$)	Purchase Date	Current Value (\$)	Accrued Interest (\$)	Coupon Frequency	Reference
11-Oct-16	4,000,000.00	3.0700%	Credit Union Australia	A-2	4,000,000.00	3-Mar-16	4,000,000.00	71,324.93	AtMaturity	12565
25-Oct-16	1,500,000.00	3.1100%	MyState Bank	A-2	1,500,000.00	4-Mar-16	1,500,000.00	26,967.53	AtMaturity	12569
16-Nov-16	2,000,000.00	3.0000%	MyState Bank	A-2	2,000,000.00	17-May-16	2,000,000.00	22,520.55	AtMaturity	12582
6-Dec-16	2,000,000.00	3.0100%	Auswide Bank	A-2	2,000,000.00	7-Jun-16	2,000,000.00	19,132.05	AtMaturity	12599
6-Dec-16	1,500,000.00	3.0500%	People's Choice Credit Union	A-2	1,500,000.00	10-Jun-16	1,500,000.00	14,163.70	AtMaturity	12601
20-Dec-16	1,500,000.00	3.0000%	MyState Bank	A-2	1,500,000.00	24-May-16	1,500,000.00	16,027.40	AtMaturity	12584
4-Jan-17	1,500,000.00	2.9700%	MyState Bank	A-2	1,500,000.00	7-Jul-16	1,500,000.00	10,496.71	AtMaturity	12614
11-Jan-17	3,000,000.00	2.7000%	ME Bank	A-2	3,000,000.00	8-Sep-16	3,000,000.00	5,104.11	AtMaturity	12643
17-Jan-17	2,500,000.00	2.7000%	ME Bank	A-2	2,500,000.00	23-Aug-16	2,500,000.00	7,212.33	AtMaturity	12630
31-Jan-17	3,000,000.00	2.7000%	ME Bank	A-2	3,000,000.00	1-Sep-16	3,000,000.00	6,657.53	AtMaturity	12636
14-Feb-17	2,000,000.00	3.0500%	Police Credit Union (SA)	NR	2,000,000.00	24-May-16	2,000,000.00	21,726.03	AtMaturity	12585
22-Feb-17	3,000,000.00	2.7500%	Bank of Queensland	A-2	3,000,000.00	26-Aug-16	3,000,000.00	8,136.99	AtMaturity	12632
14-Mar-17	3,000,000.00	2.8000%	Bank of Queensland	A-2	3,000,000.00	18-Aug-16	3,000,000.00	10,126.03	AtMaturity	12628
27-Mar-17	2,000,000.00	6.6400%	ING Bank (Australia)	A-2	2,000,000.00	27-Mar-12	2,000,000.00	67,673.42	Annually	11567
27-Mar-17	2,750,000.00	3.0000%	Police Credit Union (SA)	NR	2,750,000.00	28-Jun-16	2,750,000.00	21,472.60	AtMaturity	12609
28-Mar-17	2,000,000.00	2.8000%	Bank of Queensland	A-2	2,000,000.00	19-Aug-16	2,000,000.00	6,597.26	AtMaturity	12629
11-Apr-17	3,000,000.00	2.8000%	Credit Union Australia	A-2	3,000,000.00	30-Aug-16	3,000,000.00	7,364.38	AtMaturity	12633
4-May-17	1,000,000.00	6.2000%	RaboDirect	A-1	1,000,000.00	4-May-12	1,000,000.00	25,479.45	Annually	11594
4-May-17	3,000,000.00	6.1000%	RaboDirect	A-1	3,000,000.00	4-May-12	3,000,000.00	75,205.48	Annually	11595
16-May-17	3,000,000.00	3.0000%	AMP Bank	A-1	3,000,000.00	16-May-16	3,000,000.00	34,027.40	AtMaturity	12580



Term Deposits										
Maturity Date	Face Value (\$)	Rate	Institution	Credit Rating	Purchase Price (\$)	Purchase Date	Current Value (\$)	Accrued Interest (\$)	Coupon Frequency	Coupon Reference
25-May-17	2,000,000.00	3.0000%	AMP Bank	A-1	2,000,000.00	25-May-16	2,000,000.00	21,205.48	AtMaturity	12586
6-Jun-17	3,000,000.00	2.7000%	Auswide Bank	A-2	3,000,000.00	8-Sep-16	3,000,000.00	5,104.11	AtMaturity	12642
6-Jul-17	2,000,000.00	3.1500%	Intech Credit Union	NR	2,000,000.00	6-Jul-16	2,000,000.00	15,016.44	AtMaturity	12602
8-Aug-17	4,000,000.00	3.0000%	Westpac Group	A-1+	4,000,000.00	8-Aug-16	4,000,000.00	17,753.42	AtMaturity	12626
9-Aug-17	2,000,000.00	7.0800%	Bank of Queensland	A-2	2,000,000.00	9-Aug-12	2,000,000.00	587,349.04	AtMaturity	01683
26-Sep-17	2,700,000.00	3.0000%	Westpac Group	A-1+	2,700,000.00	2-Sep-16	2,700,000.00	6,435.62	Annually	12638
10-Oct-17	3,000,000.00	3.0000%	Westpac Group	AA-	3,000,000.00	1-Sep-16	3,000,000.00	7,397.26	Annually	12637
24-Oct-17	2,000,000.00	3.0000%	Westpac Group	AA-	2,000,000.00	22-Sep-16	2,000,000.00	1,479.45	Annually	12646
22-Feb-19	2,000,000.00	3.1000%	Westpac Group	AA-	2,000,000.00	22-Sep-16	2,000,000.00	1,528.77	Annually	12645
	69,950,000.00	3.3322%			69,950,000.00		69,950,000.00	1,140,685.47		

Term Deposits - Custodial										
Maturity Date	Face Value (\$)	Rate	Institution	Credit Rating	Purchase Price (\$)	Purchase Date	Current Value (\$)	Accrued Interest (\$)	Coupon Frequency	Coupon Reference
24-Feb-17	2,300,000.00	3.1000%	ING Bank (Australia)	A-2	2,300,000.00	25-Feb-16	2,300,000.00	42,780.00	AtMaturity	Bushfire
	2,300,000.00	3.1000%			2,300,000.00		2,300,000.00	42,780.00		

Floating Rate Notes										
Maturity Date	Face Value (\$)	Current Coupon	Security Name	Credit Rating	Purchase Price (\$)	Purchase Date	Current Value (\$)	Accrued Interest (\$)	Next Coupon Date	Coupon Reference
17-Apr-18	2,000,000.00	3.2500%	ME Bank Snr FRN (Apr18)	BBSW+ 1.30%	2,025,700.00	16-Jun-14	2,004,620.00	13,356.16	17-Oct-16	12221
7-Jun-19	1,500,000.00	3.3300%	GBS Snr FRN (Jun19)	BBSW+ 1.60%	1,500,000.00	7-Jun-16	1,498,845.00	3,284.38	7-Dec-16	12593
11-Jun-19	1,500,000.00	2.8300%	AMP Snr FRN (Jun19)	BBSW+ 1.10%	1,500,000.00	11-Dec-15	1,502,760.00	2,209.73	12-Dec-16	12537
18-Jul-19	2,000,000.00	3.4000%	ME Bank Snr FRN (Jul19)	BBSW+ 1.45%	2,000,000.00	18-Jul-16	2,000,140.00	13,972.60	18-Oct-16	12612
30-Aug-19	1,000,000.00	3.2800%	GBS Snr FRN (Aug19)	BBSW+ 1.55%	1,000,000.00	30-Aug-16	1,000,000.00	2,875.62	30-Nov-16	02631
3-Mar-20	2,000,000.00	2.8200%	MAC Snr FRN (Feb20)	BBSW+ 1.10%	2,007,220.00	29-Jan-16	2,001,860.00	4,017.53	5-Dec-16	12547



Floating Rate Notes

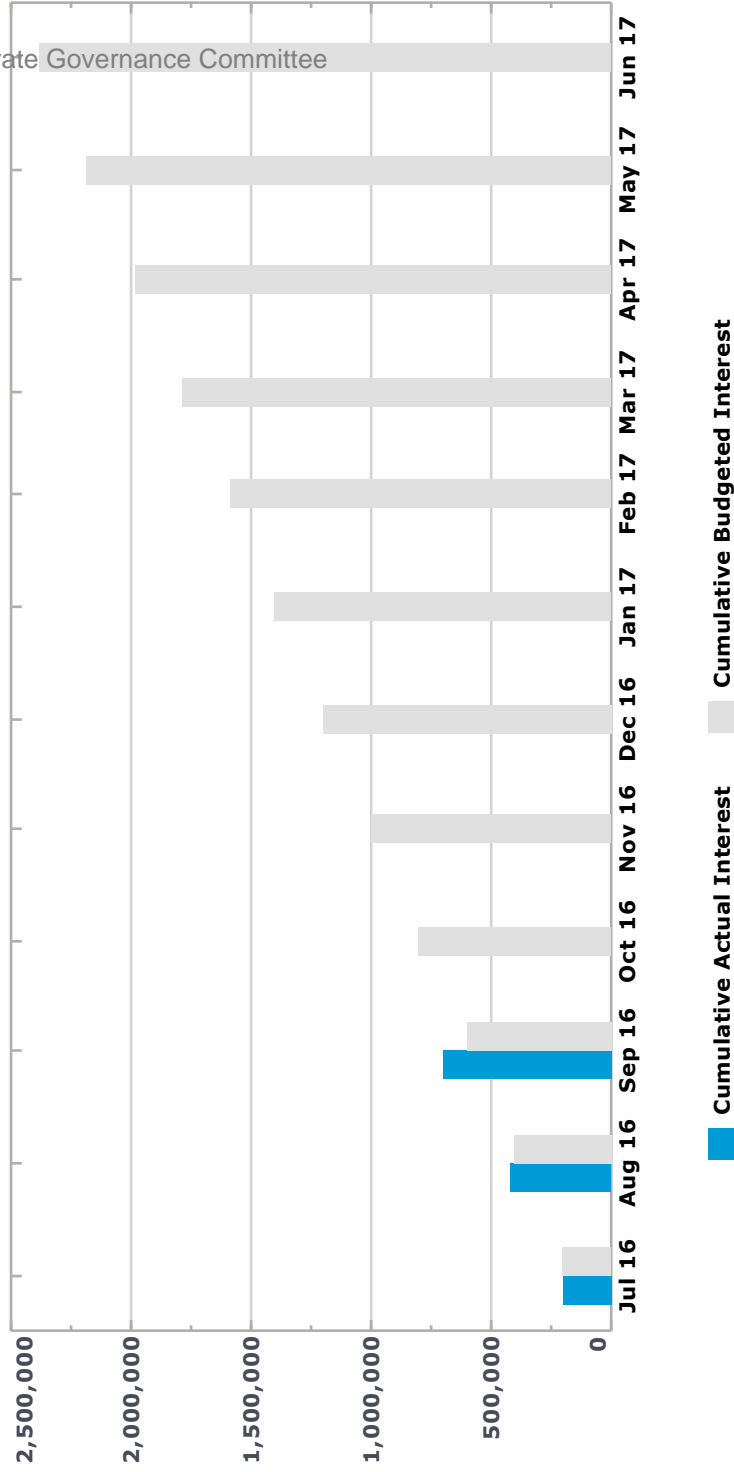
Maturity Date	Face Value (\$)	Current Coupon	Security Name	Credit Rating	Purchase Price (\$)	Purchase Date	Current Value (\$)	Accrued Interest (\$)	Next Coupon Date	Reference
7-Apr-20	2,000,000.00	3.3150%	NPBS Smr FRN (Apr20) BBSW+ 1.35%	BBB+	1,987,480.00	25-Jul-16	2,000,020.00	15,621.37	7-Oct-16	1,2618
18-Aug-20	3,000,000.00	2.8450%	BEN Smr FRN (Aug20) BBSW+ 1.10%	A-	3,000,000.00	18-Aug-15	3,004,380.00	10,288.77	18-Nov-16	1,2493
20-Oct-20	2,500,000.00	3.1750%	SUN Smr FRN (Oct20) BBSW+ 1.25%	A+	2,500,000.00	20-Oct-15	2,518,450.00	15,875.00	20-Oct-16	1,2518
18-Jan-21	2,000,000.00	3.1001%	CBA Smr FRN (Jan21) BBSW+ 1.15%	AA-	2,001,800.00	27-Jan-16	2,019,540.00	12,740.22	18-Oct-16	1,2546
3-Jun-21	1,500,000.00	2.8900%	WBC Smr FRN (Jun21) BBSW+ 1.17%	AA-	1,500,000.00	3-Jun-16	1,512,375.00	3,087.95	5-Dec-16	1,2588
12-Jul-21	2,000,000.00	3.1799%	CBA Smr FRN (Jul21) BBSW+ 1.21%	AA-	2,000,000.00	12-Jul-16	2,000,100.00	14,113.37	12-Oct-16	1,2611
	23,000,000.00	3.1068%			23,022,200.00		23,063,090.00	111,442.70		

Total Investments

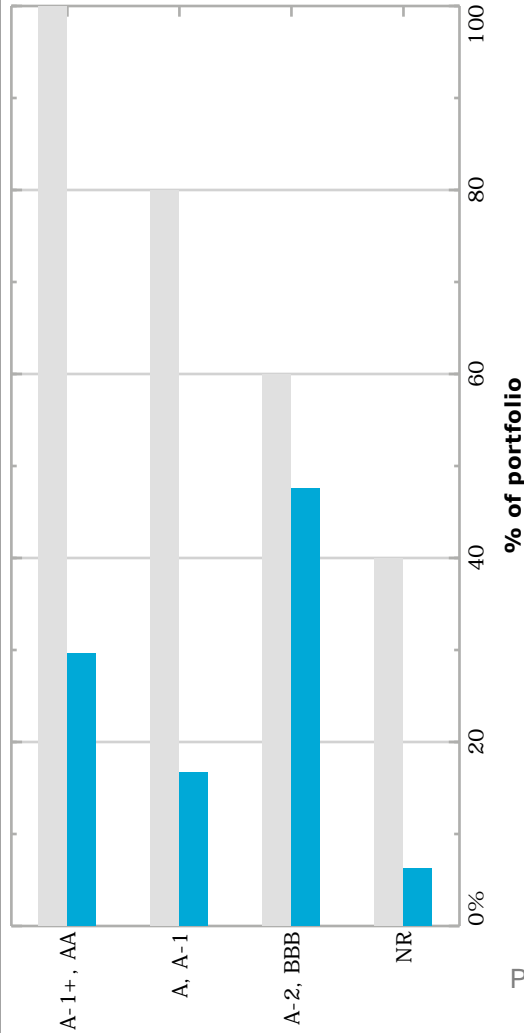
Face Value (\$)	Current Value (\$)	Accrued Interest (\$)
107,997,289.45	108,060,379.45	1,311,071.85

Budgeted vs Actual Returns

	YTD Income from Investments (\$)	Interest Earned (Progressive % of Annual Budget)
July 2016	201,428	8.46%
August 2016	419,463	17.62%
September 2016	700,544	29.43%
Budget Target	2,380,448	

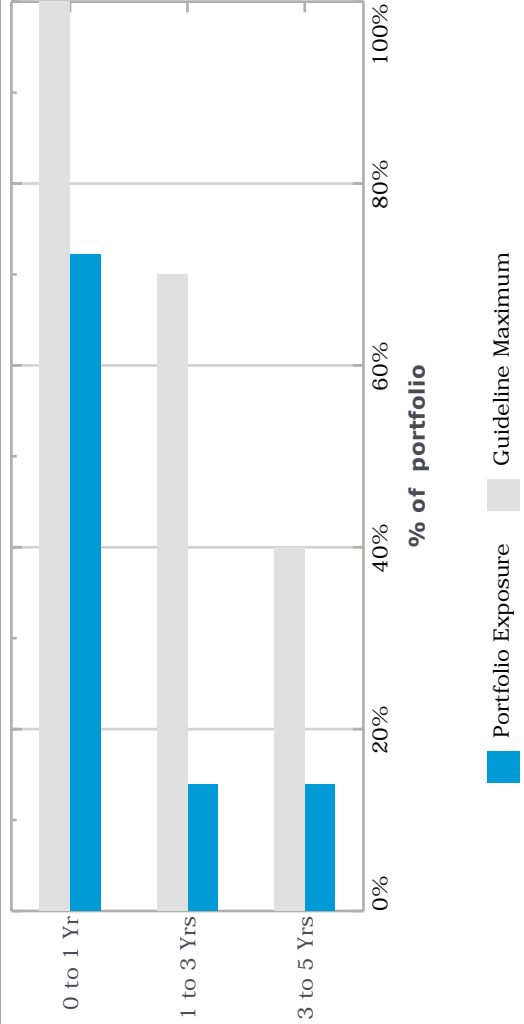


Total Credit Exposure



Credit Rating	Face Value (\$)	Guideline Max
Short Term A-1+	19,447,289	
Long Term AA	12,500,000	
Short Term A-1	9,000,000	30%
Long Term A	9,000,000	100%
Short Term A-2	42,800,000	17%
Long Term BBB	8,500,000	80%
Short Term NR	6,750,000	48%
Long Term NR	6,750,000	60%
Total	107,997,289	6%
Total	107,997,289	100%

Term to Maturities

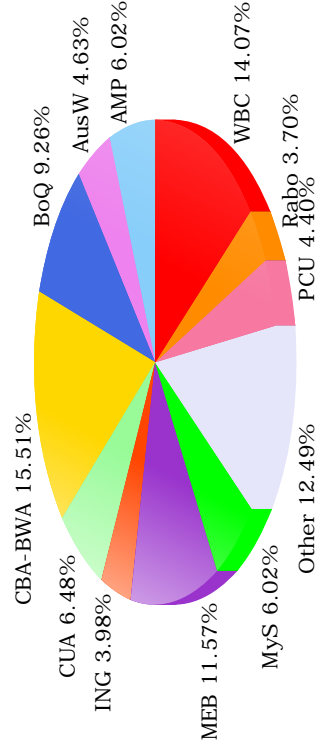


Term to Maturity	Face Value (\$)	Guideline Max
Between 0 and 1 Year	77,997,289	72%
Between 1 and 3 Years	15,000,000	14%
Between 3 and 5 Years	15,000,000	14%
Total	107,997,289	40%

Detailed Maturity Profile	Face Value (\$)
00. Cash + Managed Funds	12,747,289
01. Less Than 30 Days	5,500,000
02. Between 30 Days and 60 Days	2,000,000
03. Between 60 Days and 90 Days	5,000,000
04. Between 90 Days and 180 Days	27,050,000
05. Between 180 Days and 365 Days	25,700,000
06. Between 365 Days and 3 Years	15,000,000
07. Between 3 Years and 5 Years	15,000,000
Total	107,997,289

Individual Institutional Exposure Charts

Parent Group	Credit Rating	Portfolio Exposure (\$)	Investment Policy Limit (\$)
AMP Bank	A-1, A+	6,500,000	43,198,916
Auswide Bank	A-2, BBB	5,000,000	21,599,458
Bank of Queensland	A-2, A-	10,000,000	21,599,458
Bendigo and Adelaide Bank	A-2, A-	3,000,000	43,198,916
Commonwealth Bank of Australia	A-1+, AA-	16,747,289	48,598,780
Credit Union Australia	A-2, BBB+	7,000,000	21,599,458
Greater Building Society	A-2, BBB+	2,500,000	21,599,458
ING Group	A-2, A-	4,300,000	21,599,458
Intech Credit Union	NR	2,000,000	43,198,916
Macquarie Group	A-1, A	2,000,000	43,198,916
Members Equity Bank	A-2, BBB+	12,500,000	21,599,458
MyState Bank	A-2, BBB	6,500,000	21,599,458
Newcastle Permanent Building Society	A-2, BBB+	2,000,000	21,599,458
People's Choice Credit Union	A-2, BBB+	1,500,000	21,599,458
Police Credit Union (SA)	NR	4,750,000	43,198,916
Rabobank Australia	A-1, A+	4,000,000	43,198,916
Suncorp Bank	A-1, A+	2,500,000	43,198,916
Westpac Group	A-1+, AA-	15,200,000	48,598,780
		107,997,289	



**GOV005-17 DELIVERY PROGRAM 2013/14 - 2016/17 INCORPORATING
OPERATIONAL PLAN 2015/16 ANNUAL REPORT (JULY 2015 - JUNE
2016)**

Attachments: Appendix A

EXECUTIVE SUMMARY

- This report provides an update on progress towards Delivery Program objectives within the twelve months 1 July 2015 to 30 June 2016 and the third year of the four year Delivery Program.
- Progress towards objectives is measured through a series of performance indicators/targets contained within the program document.
- The majority of objectives are being met, with 125 targets measuring >90% progress, 25 measuring 50% - 89% progress, none measuring less than 50% and 23 not commenced or cancelled.
- Section 405(5) of the Local Government Act 1993 requires that the General Manager ensure that regular progress reports are provided to the Council on its progress with respect to the principle activities detailed in its Delivery Program at least every six months.

REPORT RECOMMENDATION

That the half yearly report on the key achievements of Council's Delivery Program and progress against the program of works and activities adopted in the 2015/2016 Operational Plan be received and noted.

PURPOSE

The purpose of this report is to present the twelve month Delivery Program progress report (July 2015 - June 2016) incorporating the Operational Plan 2015/16 as required under the Integrated Planning and Reporting Framework.

BACKGROUND

The Delivery Program was adopted by Council in 2012 and identifies the principal activities that Council will undertake over its four year term in response to the objectives and strategies of the Community Strategic Plan (CSP) - the community's long term (15 year) vision for the Shire. The Operational Plan forms a key component of the Council's legislative responsibilities outlined under the Integrated Planning and Reporting legislation under section 404 of the Local Government Act 1993. The reporting year ended 30 June 2016 is the third year of the four year Delivery Program.

DISCUSSION

The Integrated Planning and Reporting Framework (IPRF) is the means by which Council measures its progress towards achieving the adopted vision in the Community Strategic Plan. The Operational Plan provides for six monthly reporting and the Delivery Program on a four yearly basis in the form of a 'Report Card'.

Brief highlights include:

- Completion of Captain Cook Drive (between Woollooware Road and Elouera Road).
- Twenty new footpath projects completed, representing 5.7 km of newly constructed footpath.
- Opening of Greenhills Skate Park.
- The integration of 'Scores on Doors' into the Sutherland Shire Food Safety Inspection Program.
- I'm ALERT – Free online Food Safety training for Sutherland Shire food premises.
- An 8% decrease in the Lost Time Injury Frequency Rate (LTIFR) from 22.15 to 20.28 per 1 million hours worked.
- 1,228,188 Council website visits, being a monthly average of 75,296.
- Caringbah Mural – a project in our ongoing fight against graffiti.
- Council's Library launched MakerSpace, a collaborative learning program that provides technology in the form of 3D printers and scanners for library users.
- Establishment of a new Vacation Care service at Burraneer Bay Public School.
- 9.91% increase in revenue from Council managed community halls and open spaces.
- Increased annual number of Hazelhurst visitors to 210,412.
- Increased annual number of Sutherland Entertainment Centre patrons to 155,469.

The comprehensive report is attached as Appendix A.

CONSULTATION

The development of the Community Strategic Plan was subject to community consultation prior to its adoption by Council. The activities in the Delivery Program and Operational Plan relate to the key goals in the Community Strategic Plan. Individual managers are responsible for reporting on outcomes under their area of control.

The Operational Plan was publicly exhibited for the statutory period of 28 days in May 2015.

BUDGET AND RESOURCES

The Operational Plan 2015/16 is directly linked to the 2015/16 budget and includes the projects and activities to be undertaken in that year. The Plan provides a clear reporting framework enabling Council to track achievements.

The Delivery Program/Operational Plan is linked to the Resourcing Strategy which forms a further key component of the Integrated Planning and Reporting requirements of the Local Government Act 1993.

POLICY

The Operational Plan forms a key component of Council's legislative responsibilities outlined under the Integrated Planning and Reporting Legislation under section 404 of the Local Government Act 1993. The Integrated Planning and Reporting framework requires councils to observe a comprehensive reporting and document renewal cycle.

CONCLUSION

The draft 2016/17 Operational Plan continues to further refine and create useful and informative key performance indicators that demonstrate Council's contribution to achieving the goals of our community as expressed with the Community Strategic Plan 'Our Shire Our Future'.

RESPONSIBLE OFFICER

The officer responsible for the preparation of this Report is the Director Corporate Support, Therese Manns, who can be contacted on 9710 0421.

File Number: 2015/229813



Delivery Program 2013/14 – 2016/17 Incorporating Operational Plan 2015/16

Performance Report July 2015 – June 2016




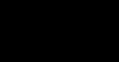
Prepared by Strategy and Performance Unit September 2016

Introduction

This is the 12 month report on achievements on the 2015/16 Operational Plan under the Integrated Planning and Reporting requirement as prescribed by the *Local Government Act 1993* and the *Local Government (General) Regulation 2005*.

This report captures the targets and key activities/programs that have been undertaken by Council for the period 1 July 2015 to 31 June 2016

Performance on key activities, programs, projects and works has been colour coded according to the following:

Performance Status	Progress to Annual Target	Colour Key
Achieved / Acceptable	>90%	
Alert / Review conditions	50% - 89%	
Alarm / Unacceptable	<50%	
Not commenced / Cancelled	0%	

The selection of the current status is based on a pro-rata assessment of project/program completion and the level of budget expended.

Four Year Delivery Program 2013/14 – 2016/17	Annual Operational Plan actions 2015/2016 - Activities, programs, projects and works:	Performance Measures 2015/16	Status	Achieved at 30 June 2016	Commentary
1.1 Roads	\$16.5 m to undertake construction and annual maintenance programs on: * Roads * Bridges * Footpaths * Traffic management & pedestrian safety * Cycleways * Presentation of public spaces and, * Shopping and business centres.	Annual project schedules: • 80% complete by 30 June 2016, and • 100% complete by 31 August 2016 Planned Maintenance 100% complete 85% reactive maintenance complete within service standard		Roads: 76% Complete 30 June 2016. Bridges: 91% Complete 31st August 2016 99% planned Maintenance complete 99 % Reactive Maintenance completed	202 total works. 184 Complete. 3 deferred. 2 Pending On target
1.8 Buildings	\$5.53 m to undertake construction and annual maintenance programs on: * Leisure Centres * Community buildings * Public toilets and, * Emergency Services facilities.	Annual project schedules: Leisure Centres: 80% complete by 30 June 2016, and Community buildings: 100% complete by 31 August 2016 Planned Maintenance 100% complete 85% reactive maintenance complete within service standard		Leisure Centres: 84% complete at 30 June 2016. Community buildings: 91% Complete at 31 August 2016. 87% of planned maintenance completed 79% of reactive maintenance completed within acceptable service standard.	69 total works. 63 Complete. 4 Pending. 2 deferred
1.9.1 Open Space, Sporting and Recreational facility	\$13.6 m to undertake construction and annual maintenance programs on: * Parks * Playgrounds * Passive reserves * Sporting fields and, * Wharves and jetties.	Annual project schedules: Parks: 80% complete by 30 June 2016, and Playgrounds: 100% complete by 31 August 2016 Planned Maintenance 100% complete 85% reactive maintenance complete within service standard		Parks: 60% Complete by 30 June 2016 Playgrounds: 60% Complete by 31 August 2016 100% Planned maintenance complete 96% reactive maintenance complete within service standard	85 total works. 51 Complete. 17 Pending -Significant value projects subject to approvals. 5 External. 1 deferred

Four Year Delivery Program 2013/14 – 2016/17	Annual Operational Plan actions 2015/2016 - Activities, programs, projects and works:	Performance Measures 2015/16	Status	Achieved at 30 June 2016	Commentary
1.11 Sustainable Stormwater Management & Drainage and Estuary Management	\$1.96m to undertake stormwater quality improvement measures and annual maintenance programs on: * Stormwater management and drainage * Estuary Management	Annual project schedules: Stormwater management and drainage: 80% complete by 30 June 2016, and Estuary Management: 100% complete by 31 August 2016		Stormwater management and drainage: 90% complete by 30 June 2016. Estuary Management: 90% complete by 31 August 2016	67 Total works 60 Completed
	Planned Maintenance	1% increase in the area of the Shire serviced by stormwater quality improvement measures from 2014/15 baseline 1% increase in watercourses rehabilitated under the Watercourse Rehabilitation programs from 2014/15 baseline		0% increase 0.6% increase	No projects identified for 15/16 5 Water courses totalling 1km
	Adoption of Floodplain Risk Management Studies and Plans including: * Gwawley Bay * Lower Georges River * Kurnell Township * Sea Level Rise Benchmarks and Policy	7.5% increase in area of Shire where Floodplain Risk Management Studies & Plans have been adopted		0% increase	As resolved by Council, the draft Sea Level Rise benchmarks & Policy was on exhibition in May-June '16. A report will be submitted to Council to provide outcome of the exhibition and to adopt the Policy. The Floodplain Risk Management Studies will be revised considering new Sea Level Risk Policy & benchmarks and adoption by Council expected in early 2017.

Please note: 12 month reporting on key projects to be undertaken for each of the asset components listed are provided in Appendix 1 at the end of this report.

Four Year Delivery Program 2013/14 – 2016/17	Annual Operational Plan actions 2015/2016 - Activities, programs, projects and works:	Performance Measures 2015/16	Status	Achieved at 30 June 2016	Commentary
2.1 Develop a Transport Strategy which aligns with the NSW State Plan and facilitates broader integrated transport in conjunction with land use planning	Commission, produce and finalise the Integrated Transport Strategy	Transport Strategy produced and adopted by March 2016		The preliminary draft report received from the consultants is being reviewed and revised	Timing of public exhibition of final draft report on hold pending review of Councils strategy framework and the revision of the report.
2.2 Lobby Federal and State for key infrastructure funding to support all transport options	Lobby State Government on identified issues: 1. Road Corridor Strategy for Heathcote Rd (traffic safety) 2. Gannons Road rail bridge widening 3. Direct Bus Services to and from Sydney Airport 4. Sutherland to Cronulla Bicycle/Shared Pathway 5. Additional Commuter Car Parking at Railway Stations	Lobbying undertaken on at least 4 key issues		<ol style="list-style-type: none"> 1. Minister announced major improvements for Heathcote Road between Princes Highway and New Illawarra Road. 2. Ongoing representations to Sydney Airport Corporation Limited. Including in forward planning subject to completion of new bus interchange at the airport. 3. Sutherland to Cronulla Active Transport Link (SCATL) strategic design placed on Public exhibition by TfNSW. 4. Ongoing liaison with TfNSW for investigation of prospective locations for community car parking. 5. Lobbied for new Bus Service for Taren Pt. 6. Lobbied for grant funding and remediation works to Woollooware Bay Foreshore shared pathway. 7. Lobbied for Ferry service La Perouse to Kurnell. 	<ol style="list-style-type: none"> 1. As noted. 2. TfNSW announced commitment to direct bus service from Shire to airport. 3. Council's preferred route for SCATL adopted by TfNSW with business case prepared to Minister for determination. 4. New community car parking in the rail corridors at Engadine and Heathcote has been announced. 5. TfNSW announced new bus service linking Taren Pt and Woollooware Bay to Caringbah and Miranda. 6. RMS undertook remediation and provided 1.8 M grant funding towards project the Woollooware Bay Foreshore shared pathway. 7. Preliminary feasibility and community consultation completed by TfNSW towards a Ferry service La Perouse to Kurnell.

Four Year Delivery Program 2013/14 – 2016/17	Annual Operational Plan actions 2015/2016 - Activities, programs, projects and works:	Performance Measures 2015/16	Status	Achieved at 30 June 2016	Commentary
3.1 Implement Energy and Water Efficiency Strategy	Consumption of energy and water usage across Council sites tracked on ongoing basis and reported annually	Report consumption and tracking of improvements annually		Completed.	Consumption and improvements reported to Council via Councillor Bulletin
3.2 Energy and water efficiency projects funded by Council and grants (where available)	Energy Efficiency Upgrades	% of scheduled projects completed		75% of scheduled projects completed	6/8 projects complete

Four Year Delivery Program 2013/14 – 2016/17	Annual Operational Plan actions 2015/2016 - Activities, programs, projects and works:	Performance Measures 2015/16	Status	Achieved at 30 June 2016	Commentary
4.1 Timely, effective domestic waste collection services	Provide timely and effective household waste service within service standard time	≥ 90% of customer requests relating to waste services are actioned within service standard		96% of CRMS's completed within service standard	
	Conduct annual program of household chemical and e-waste collection services	2% increase in volume of e-waste diverted from landfill compared to 2014/15 baseline		E-waste programs conducted, 68% increase in e-Waste retrieved	E-Waste Collection - 4,100 cars visited & 130 tonnes retrieved. 8% increase in cars & 68% increase in e-Waste retrieved.
4.2 Responsible, ethical waste management that promotes practices which minimise waste	Waste collection service which encourages waste diversion from landfill	2% increase in volume of chemical waste diverted from landfill compared to 2014/15 baseline		Chemical collection programs conducted 12% increase in chemicals retrieved	Chemical Collection - 5,310 cars visited & 207 tonnes retrieved. 4% increase in cars & 12% increase in chemicals retrieved.
	Conduct Waste Wise Living workshops	Increase landfill diversion rate from the 2012/13 rate (51%) toward Environment Protection Authority's 2021 target of 70%		53% landfill diversion achieved	Currently no Alternate Waste Treatment (AWT) plants operating within vicinity of SSC. This is expected to change in 2019/20 when Suez (Lucas Heights RRP) plans to implement a new AWT plant. 19 Workshops conducted.
4.3 Introduce and administer strategies and programs to replace lost trees	Implement major tree-planting programs on Council land	Annual customer (participant) satisfaction rating ≥ 7		96% participant satisfaction rate ≥ 7.	Approximately 3000 trees planted.
	Maintain resident tree issue program	100% of major tree planting programs implemented		17 planned projects completed (100%)	
	Regulate tree planting program on private property	Change from previous year in no. of trees issued to residents (total number issued in 2015/16)		2015 Issue 7413, 2016 Issue 9709, Increase of 2296	
		Median determination time of: ≤30 for tree removal applications		27 days median determination time	

Four Year Delivery Program 2013/14 – 2016/17	Annual Operational Plan actions 2015/2016 - Activities, programs, projects and works:	Performance Measures 2015/16	Status	Achieved at 30 June 2016	Commentary
4.4 Enforce compliance with laws and regulations to ensure quality of noise, air, water and land pollution	Investigate incidents of air pollution	no. of investigations conducted compared to 2013/14		111 Air pollution complaints, 188% increase on 2013/14 benchmark (59 complaints in 2013/14)	235 Noise pollution complaints, 132 Water pollution complaints.
	Conduct audits of commercial and industrial premises	% of total inspections for commercial and industrial premises with a Satisfactory or Minor issue (non critical) inspection results		A total of 42 Industrial premises audited.	
4.5 Local community groups, business, industry and residents in initiatives which protect and/or enhance the environment	Registered businesses inspected in accordance with their respective annual inspection programs	100% completion rate for all registered premises inspection programs		100% completion rate for all registered business premises in accordance with NSW Food Partnership Agreement.	
	Manage ongoing Bushcare Program	Change from previous year in no. of active volunteers (total number of volunteers in 2015/16) Change from previous year in annual total hours of Bushcare regeneration (total hours of regeneration work 2015/16)		91 additional volunteers compared to 2014/15 Total of 17,243 volunteer hours in 2015/16	3 new Bushcare volunteer groups commenced. Hours stated reflect volunteer hours only.

Four Year Delivery Program 2013/14 – 2016/17	Annual Operational Plan actions 2015/2016 - Activities, programs, projects and works:	Performance Measures 2015/16	Status	Achieved at 30 June 2016	Commentary
	Continue Greenweb Program and Greenweb Schools	Annual % increase of participating properties and schools (baseline 2002)		Increase of 18 participating properties since 2014/15. Same number of schools participating as last financial year. Annual % increase in participating properties and schools in Greenweb Program for the 2015/2106 financial year is 10.9% (baseline 2002).	10 properties exited the program during 2015/16 while 28 new properties joined. 16 schools participated in "Schools in Greenweb" (Same number as last year, but there were several different schools). 602 properties participating 15/16 financial year. 2002 baseline no. of properties was 165. 16 schools participating in Greenweb activities.
	Maintain or improve quality of Shire waterways through the Stormwater Improvement Program	At least 70% of Shire waterway sites rated in excellent to fair condition		A total of 25 sites were monitored monthly for a range of parameters. 21 out of the 25 sites were rated in excellent to fair condition. Overall percentage (%) of sites in excellent to fair condition 84%.	
4.6 A local planning framework that upholds the Shire's character	Provide an effective development assessment process	no. of development assessment determinations % of development applications approved		2,133 Applications finalised. 98.6% of Applications were approved, 21 DA and 10 MA (that is 1.4% of total Applications) were refused.	The total applications finalised (2,133) comprised of 1,705 Development Applications & 428 Modification Applications. Construction value of developments approved was \$1.7B.
		Median determination time of: 50 days for residential (simple) applications & 90 days for project (complex) applications		Median Determination times: Residential (Simple) applications was 55 days Projects (Complex) applications was 98 days	

Four Year Delivery Program 2013/14 – 2016/17	Annual Operational Plan actions 2015/2016 - Activities, programs, projects and works:	Performance Measures 2015/16	Status	Achieved at 30 June 2016	Commentary
4.6 A local planning framework that upholds the Shire's character (cont.)	Provide an effective development assessment process (cont.)	Maintain a weighted customer response score of ≥ 90 in customer surveys		N/A	Due to a review of survey usage across Council this KPI is currently on hold.
4.7 Building Certification Services	Provide a service that meets the needs and expectations of its customers	Maintain an average turnaround time not exceeding 20 days for complying development certificate applications		The average turnaround time for Complying Development Certificates was 18 days	

Four Year Delivery Program 2013/14 – 2016/17	Annual Operational Plan actions 2015/2016 - Activities, programs, projects and works:	Performance Measures 2015/16	Status	Achieved at 30 June 2016	Commentary
5.1 Quality and responsive Early Childhood Education and Care	Operate and manage 11 Early Education & Care Centres, OOSH, Vacation Care & a Family Day Care scheme Manage Family Day Care Scheme	% of staff that reported that they would recommend working in Children's Services (baseline)		81.11% satisfaction rating recorded. 95.83% of staff surveyed, reported that they would recommend working in Council's Children's Services.	A formal survey was conducted in December 2015 which provided the results. A further survey will be undertaken later this year.
		% of parents who reported an increase in their wellbeing from their involvement in Council's quality responsive Early Education & Care services (EEC) (baseline)		89.77% satisfaction rating recorded. 66.36% of families surveyed reported an improvement in their own well-being or parenting skills	As above
		% of parents who reported that their children benefit from being enrolled in Children's Services quality responsive Early Education & Care programs (baseline)		90.9% of families surveyed reported they found an increase in child's well-being & development	As above

Four Year Delivery Program 2013/14 – 2016/17	Annual Operational Plan actions 2015/2016 - Activities, programs, projects and works:	Performance Measures 2015/16	Status	Achieved at 30 June 2016	Commentary
5.1 Quality and responsive Early Childhood Education and Care (cont)	Achieve a rating of meeting or above under the National Quality Standards (NQS) for all services	<p>All 11 Early Education Centres have been assessed under the NQS. 10 centres have received a rating exceeding the NQS & 1 meeting the NQS. Family Day Care is rated as meeting the NQS. From the three vacation care services, 2 are rated as meeting & 1 is yet to be assessed. Before & After School Care (Moosh) has recently been assessed, we are awaiting the results.</p>	<p>NESB - 1.46% in services, compared to 1.20% in population ATSI - 0.33% in services compared to 0.83% in population Disability - 1.74% in services compared to 3.50% in pop Vulnerable - 0.51% in services</p>	<p>Stats compared to 2011 Profile ID data, no population data available to compare to disability or vulnerable families.</p>	
		<p>% of identified groups (NESB, ATSI, Disability, Vulnerable) accessing the services provided by Children's Services in comparison to population data.</p>			

Four Year Delivery Program 2013/14 – 2016/17	Annual Operational Plan actions 2015/2016 - Activities, programs, projects and works:	Performance Measures 2015/16	Status	Achieved at 30 June 2016	Commentary
5.2 Training to build the capacity of Early Childhood professionals and parents	Provision of professional learning for Early Childhood Educators & training for families	% of families who reported an increase in their parenting skills & knowledge as a result of their involvement in training offered by Children's Services (baseline)		Overall Satisfaction rating 9+ Numerous Programs/activities with number of participants ranging from 5-350+. Workshops include: Asset Based Community Development, Child Protection, Grant Writing Skills, and Social Media. 200 Participants Unlocking the Genius Within (Youth Mental Health) High satisfaction levels	
5.3 Community initiatives which respond to local social issues	Plan and develop capacity building programs with residents	% of customers (community) surveyed who reported an increase in well-being as a result of the programs delivered (baseline)		Overall Satisfaction rating 8+ Numerous Programs / activities with number of participants ranging from 5 - 200+	\$50k Dept Justice Grant to address graffiti in Caringbah Laneway high satisfaction with local business \$55k Disaster Resilience project completed on time and to budget. High satisfaction levels from Kurnell residents involved in social support programs following December tornado.
		Annual customer (community organisation) survey satisfaction rating ≥ 7		9+ Satisfaction Rating with Seniors' Directory 9+ satisfaction rating with Know Your Options Workshop NSW FACS Survey – 100% Agree or Strongly Agree Satisfaction Criteria High Satisfaction with Liveability Workshops	Demand for Seniors Directory greater than supply (5000) Additional 5000 ordered New approach building strong partnerships to address homelessness Highly responsive and effective approach to graffiti problems.

Four Year Delivery Program 2013/14 – 2016/17	Annual Operational Plan actions 2015/2016 - Activities, programs, projects and works:	Performance Measures 2015/16	Status	Achieved at 30 June 2016	Commentary
5.4 Community events held both locally and Shire wide that encourage local economic activity	Conduct community-based events and promotions, including Spring festival, Easter show, Christmas, Mothers' day, and three school holiday programs	At least 7 key Events and Promotions conducted within budget		13 events held between July 2015 and June 2016 all within budget.	
	Support and facilitate the staging of industry led initiatives and events aimed at increasing engagement with and between local businesses	100% of key Events & Promotions at or above target participation levels		11 out of the 13 events achieved at or above target participation levels	
5.5 Initiatives which support the local economy and tourism	Support and facilitate the staging of industry led initiatives and events aimed at increasing engagement with and between local businesses	Annual client (business network) Satisfaction rating of ≥ 7		Satisfaction rating of 7.8 achieved	Community Satisfaction: We're Listening Survey November 2015.
	Develop capacity of community and business organisations to deliver economic development focussed activities and events	Increase in % of events delivered by community and business organisations		3 events conducted by external community and or business groups	
	Monitor and respond to trends and changes in the local economy support and encourage growth in Shire's economic sectors	Tailored programs and responses provided to all key economic sectors		Two major events held that included network and promotional opportunities for the six key economic sectors	Business Networking Events held November 2015 and May 2016
	Utilise revised Visitor Accommodation Report to inform council decision making on development opportunities	Identified priority sites for visitor accommodation reported to Council		The Visitor Accommodation Report was endorsed by Council in Feb 2016	
	Deliver an Economic Development Strategy to maximise opportunities to promote business growth	Economic development Strategy actions developed and implemented in accordance with approved timeframes		Not completed	Pending outcome of current Economic Development Review.

Four Year Delivery Program 2013/14 – 2016/17	Annual Operational Plan actions 2015/2016 - Activities, programs, projects and works:	Performance Measures 2015/16	Status	Achieved at 30 June 2016	Commentary
5.5 Initiatives which support the local economy and tourism (cont)	Facilitate the development of small business in the Shire	Number of SSHEd (business incubator) graduates in past five years and percentage who are still in active business operation		21 SSHEd businesses have graduated from the SSHEd Program since July 2010. 13 are still in operation.	Council resolved to exit the SSHEd 20 June 2016, as such, this performance measure is no longer relevant.
5.6 Community facilities and spaces for neighbourhood and Shire wide community and small business activity	Facilitate Economic development opportunities at a variety of locations throughout the Shire	% small businesses who report that that are satisfied with the variety of locations where economic development activities are conducted		Satisfaction rating of 7.8 achieved	
5.6 Community facilities and spaces for neighbourhood and Shire wide community and small business activity (cont.)	Manage community halls and spaces for local groups to meet and or operate within	% increase in booked hours in Council managed community halls & open spaces from 2014/15 baseline		Increase of 5.98%	
		5% increase in revenue from Council managed community halls & open spaces		Increase of 9.91%	
	Commercial property - Maximise return from Council's Property Fund	At least 6% rate return on the value of commercial property		Return on Commercial Property of 8.56% achieved for 2015/16 financial year	Value of Council's commercial property portfolio increased by 6.98% over the year.

Four Year Delivery Program 2013/14 – 2016/17	Annual Operational Plan actions 2015/2016 - Activities, programs, projects and works:	Performance Measures 2015/16	Status	Achieved at 30 June 2016	Commentary
5.7 Quality and responsive library services and spaces	Library services that match community use demands	Annual customer (participant) satisfaction rating >7 Significance Assessment of Local Studies collection 100% completed		Satisfaction rating of 9.8 Outcomes from Assessment achieved: MOU between Library and Sutherland Shire Historical Society (SSHHS) implemented; Library's custodianship of SSHHS records completed and records returned to the Society; Shire Pictorial digitisation project commenced.	Customer Service: We're Listening Survey November 2015 Significance Assessment internal document - Public Performance Measures not relevant.
	Library spaces and facilities that encourage participation by diverse groups	% of customers surveyed who reported an increase in well-being from their involvement in Council's Library Services		80% customers reported an increase in their well-being	Customer Service: We're Listening Survey, November 2015
5.9 Local emergency services to prepare for, respond and manage natural disasters	Meeting the obligations in accordance with Endorsed Council Report (FIN30-14 dated 19/08/2013) as required by the State Emergency and Rescue Management Act 1989	100% compliance with the Sutherland Shire Disaster Plan (DISPLAN) and responsibilities as the Local Emergency Management Officer (LEMO)		100% compliance achieved	Council received funding for the Disaster Resilience Project during 2014/15. This project achieved a number of important outcomes, including: development of partnerships with local emergency services and service providers, extensive communications and marketing and educational initiatives. Council is also progressing as planned for the development and implementation of the EM Plan.

Four Year Delivery Program 2013/14 – 2016/17	Annual Operational Plan actions 2015/2016 - Activities, programs, projects and works:	Performance Measures 2015/16	Status	Achieved at 30 June 2016	Commentary
6.1 Local cultural, art and entertainment opportunities	Provide exhibitions, events, classes and venue hire at Hazelhurst Regional Gallery and Arts Centre	Minimum of 150,000 visitors to Hazelhurst per annum		Annual number of visitors; 210,412	Considerable growth with some high profile exhibitions, well attended programs and increased enrolments
		A minimum of 550 enrolments on art classes per term		An average of 638 students per term	Total student enrolments was 2554 (6186 including school holidays and master classes)
		A minimum of 85% of customers surveyed that are satisfied with the variety and quality of Hazelhurst Regional Gallery & Arts Centre programs and activities		95% of customers surveyed that are satisfied with the variety and quality of Hazelhurst Regional Gallery & Arts Centre programs and activities	
	Provide opportunities for the community to enjoy the performing arts as participants and audiences at the Sutherland Entertainment Centre	Redevelopment options of Sutherland Entertainment Centre are reported		Business case consultants selected to undertake work in second half of 2015	Council approved a lengthier business case development approach in February 2016
		Minimum 150,000 patrons of Sutherland Entertainment Centre per annum		155,469 attended	It was an extremely busy 40th anniversary year for the Centre
		Maximum net cost per patron to Council of \$3.95		Net cost per patron to Council of \$4.40	Net operating subsidy per patron was not achieved primarily due to cost overruns in casual event staffing.
6.2 Grants programs that: * Facilitate a range of arts and cultural activities * Protect & promote heritage	Provision of useful, accessible and timely information to guide funding decisions	Total grant and subsidies funds allocated to community organisations for community development, arts and cultural activities		24 projects in Community Services & Arts Grants total value \$184,279 8 projects SSC & Toyota Strengthening Local Communities Grants - \$40,000 47 Projects in Club Grants - \$408,140	All grants assessed and awarded in line with budgets and on time.

Four Year Delivery Program 2013/14 – 2016/17	Annual Operational Plan actions 2015/2016 - Activities, programs, projects and works:	Performance Measures 2015/16	Status	Achieved at 30 June 2016	Commentary
6.2 Grants programs that: * Facilitate a range of arts and cultural activities * Protect & promote heritage (cont.)	Administer heritage building grants and heritage publication grants	no. Heritage Buildings grants and no. Heritage Publications grants		Twelve (12) Building Grants were awarded this year with a total value of \$36,162. Two (2) Publication Grants were awarded this year with a total value of \$5,757	Heritage grant programs to be conducted January – June 2016. Grants to be fully expended by End of Financial Year.
6.3 Support for community based arts and cultural activities	Assist community groups and organisations conducting community cultural events	no. of community groups and organisations assisted to conduct community cultural events		41 community events supported through event facilitation (community based arts, cultural and charity events)	

Four Year Delivery Program 2013/14 – 2016/17	Annual Operational Plan actions 2015/2016 - Activities, programs, projects and works:	Performance Measures 2015/16	Status	Achieved at 30 June 2016	Commentary	
7.1 Strategic Delivery. Outstanding community outcomes that fulfil local needs and expectations	Determine baseline Customer Service indicators for face to face service points	Baseline Customer Service indicators developed and implemented across Council's service points		Development of the Customer Service Strategy has been delayed until March 2017; indicators will be developed as part of that process.		
	Manage Integrated, Planning & Reporting Program	100% compliance with IP&R planning, monitoring & reporting requirements		100% compliance with IP&R requirements. Engagement Policy review is ongoing. The Performance Management Framework has yet to be developed.		
	The provision of useful and accessible information to guide decision making delivered in a professional and timely manner	Annual customer (Councillor & Executive) satisfaction rating ≥ 7 (baseline measure set at 2014/15)			Due to a review of survey usage across Council this KPI is currently on hold.	
	Produce six 'Our Shire' Council newsletters annually	At least 90% annual readership amongst newsletter recipients (as measured by Community Satisfaction Survey)		No survey conducted in 2015/16	Six Our Shires produced.	
	Solutions that deliver online and technology services to the community and the organisation		Number of online community interactions		1,228,188 SSC website visits. Monthly average 75,296	
			Online interactions are greater than 30% of total community interactions		Online interactions more than 35% of total community interactions	

Four Year Delivery Program 2013/14 – 2016/17	Annual Operational Plan actions 2015/2016 - Activities, programs, projects and works:	Performance Measures 2015/16	Status	Achieved at 30 June 2016	Commentary
7.1 Strategic Delivery. Outstanding community outcomes that fulfil local needs and expectations (cont.)	Solutions that deliver online and technology services to the community and the organisation (cont.)	Increasing the Value-Add to our Customers - Reducing Financial Expenditure – providing services at a lower price point than the local Government average of 3.6%)		Price point of 3.4%	
7.2 Informed Decisions. Decisions and actions based on fact, community engagement and sound judgement	Increase organisational capability to engage with the community	% of customers (staff) reporting professional support increased skills and knowledge to engage with the community		90% of staff undertaking professional training in facilitation and engagement skills reported an increase in skills and knowledge	
7.3 Service Excellence Contemporary, responsive and competitive quality service delivery	Undertake service delivery review of Council's internal and external service provision	% of scheduled actions completed as outlined within the Fit for the Future Improvement Action Plan		8 completed (15%), 29 in progress (54%), 12 not commenced (22%)	
	Implement Business Process Improvement actions as outlined within the Fit for the Future Improvement Action Plan			The development of the Business Improvement Plan is ongoing.	
	Maintain a financially sustainable organisation	Equal or exceed industry financial benchmarks – unrestricted current ratio & debt service ratio		As at 30 June 2016: Unrestricted Current Ratio: 1.92:1 (benchmark 1.50:1) Debt Service Cover Ratio: 10.65 times benchmark 2.0 times)	Both ratios exceed industry benchmarks demonstrating Council is in a sound financial position and can adequately service debt

Four Year Delivery Program 2013/14 – 2016/17	Annual Operational Plan actions 2015/2016 - Activities, programs, projects and works:	Performance Measures 2015/16	Status	Achieved at 30 June 2016	Commentary
7.3 Service Excellence Contemporary, responsive and competitive quality service delivery (cont.)	Maintain a financially sustainable organisation (cont.)	Cash Expense Cover Ratio % Ratio of rates, annual interest & extra charges outstanding		As at 30 June 2016: Ratio: 4.54 months (benchmark greater than 3 months) As at 30 June 2016: Ratio: 3.56% (benchmark less than 5.0%)	Ratio exceeds benchmark indicating Council has the ability to meet immediate commitments without additional cash flows. Ratio well below industry benchmark. Council does not pursue eligible pensioners and arrangements under hardship. Excluding these debts from the calculation reduces the ratio even further below the benchmark.
	Provide customer service at Council's front counter and over the telephone in a timely manner	Customer Service by telephone Average telephone waiting time ≤ 15 secs % answered within 15 secs is ≥ 70% Abandonment rate < 2% % Customers who report satisfaction rating of ≥ 7 at Customer Service counter (baseline measure set at 2014/15) Multi-occupancy cleanups (within 2 days ≥95% complete) Online animal registration applications (within 2 days ≥ 95%) Email (within 5 days ≥ 95% complete) (baseline measure set at 2014/15)		Ave waiting time Call Centre : 88.5% answered within 10 seconds. Abandonment rate 0.8%. % rating service at 8/10 or above was 95%.	
				The majority of applications for clean ups and animal registration are completed on day of receipt, with all completed within 48 hours. All general email enquiries are responded to within 48 hours.	

Four Year Delivery Program 2013/14 – 2016/17	Annual Operational Plan actions 2015/2016 - Activities, programs, projects and works:	Performance Measures 2015/16	Status	Achieved at 30 June 2016	Commentary
7.3 Service Excellence Contemporary, responsive and competitive quality service delivery (cont.)	Respond to formal access requests for information, in accordance with Government Information (Public Access) Act 2009	100% of GIPA requests processed within the statutory timeframe		62.5% of applications processed within required timeframes	
	Continue to provide reliable and efficient recruitment and payroll services	Elapsed weeks to fill open positions compared to sector average (2013 baseline)		5.4 weeks to fill positions compared to the metro median of 14.5 weeks to fill (NSW LG Operational and Management Effectiveness Report FY13)	
		% of pays that are redrawn as total of all payroll runs		0.06% - 47,948 pays drawn – 31 payroll errors	
	Undertake Employee Climate survey	Score of ≥ 7 on "overall satisfaction" on employee climate survey		Not applicable	To be undertaken as a component of cultural change program.
	Ensure a safe workplace	WHS incidents per 1 million hours worked decreasing		From 2014-15 to 2015-16 Injury Frequency Rate (IFR) has increased 65%	There was an increase in IFR from 140.29 to 232.17 per 1 million hours worked. This may be due to an initiative to increase WHS reporting as the number of workers compensation claims only increased by 6%.
		Workers compensation claims incident rate per 100 workers is decreasing		From 2014-15 to 2015-16 Workers compensation claims incident rate increased 9% per 100 workers	There was a slight decrease in workers compensation claims from 3.78 to 3.15 per 100 workers. However claims cost have decreased by 66%
		Lost time injury rate (LTIFR) is decreasing		From 2014-15 to 2015-16 LTIFR decreased by 8%	There was a decrease in the LTIFR from 22.15 to 20.28 per 1 million hours worked. There was an overall decrease in the number of lost time injuries by 10% and the average time lost per claim decreased by 67%.

Four Year Delivery Program 2013/14 – 2016/17	Annual Operational Plan actions 2015/2016 - Activities, programs, projects and works:	Performance Measures 2015/16	Status	Achieved at 30 June 2016	Commentary
7.3 Service Excellence Contemporary, responsive and competitive quality service delivery (cont.)	Implement Equal Employment Opportunity Management Plan	<p>% of staff who agree that they understand Council's EEO and FWP policies and practices (measured by the 2016 Employee Climate Survey)</p> <p>% of staff who reported an increase in knowledge and skills following completion/participation in a specific EEO / FWP Program</p>		<p>Not completed</p> <p>3 of 4 trainees reported 100% increase in their knowledge. 1 of 4 reported 90% increase in their knowledge. No staff programs conducted.</p>	<p>2016 Employee Climate Survey is not being conducted.</p>
	Provide programs which promote Equal Employment Opportunity for women, youth under 25, people with disability, and Aboriginal and Torres Strait Islander people	<p>% of staff who reported an increase in knowledge and skills following completion/participation in a specific EEO / FWP Program</p>		<p>SPRINGBOARD Satisfaction levels of an increase in knowledge and skills of 80% and higher</p>	<p>5 out of 6 mentees rated 10 out of 10 to recommending Springboard to other council employees and the 6th gave 9/10. 100% of mentees felt supported by their mentor. 100% of employees felt they had experienced a change in their personal behaviours. 5 out of 6 mentees rated 10 out of 10 to their satisfaction levels in participating in Springboard and the 6th gave 8/10.</p>

Four Year Delivery Program 2013/14 – 2016/17	Annual Operational Plan actions 2015/2016 - Activities, programs, projects and works:	Performance Measures 2015/16	Status	Achieved at 30 June 2016	Commentary
7.3 Service Excellence Contemporary, responsive and competitive quality service delivery (cont.)	Provide programs which promote Equal Employment Opportunity for women, youth under 25, people with disability, and Aboriginal and Torres Strait Islander people (cont.)	<p>% of identified position trainees who reported an increase in knowledge and skills at specific stages through their traineeship</p> <p>Completion rate of identified position traineeships</p>		<p>3 of 4 trainees reported 100% increase in their knowledge.</p> <p>1 of 4 reported 90% increase in their knowledge</p> <p>4 of 4 continuing their traineeship within this timeframe</p> <p>4 of 4 continuing within this timeframe</p> <p>0 have finished their 2 year traineeship period</p>	
	<p>% of identified position trainees that secure permanent employment with council following completion of traineeship</p> <p>% of contacts received relative to number of employees</p>	<p>19 people contacted FWP Coordinator. 0.01% relative to number of employees.</p>		<p>Of the 19 contacts the majority were for support in the workplace versus a FWP formal complaint.</p>	
	<p>Assist management and employees adhere to the Fair Workplace (FWP) Policy and Resolution Procedures through education and support</p> <p>Undertake Internal Audit program in accordance with Internal Audit Committee's requirements</p>	<p>% of Fair Workplace grievances substantiated relative to number of employees</p> <p>100% of program completed</p>		<p>1 of the 19 required formal investigation</p> <p>0% not substantiated</p> <p>100% of Audit Program completed.</p>	<p>Audit Program complete.</p> <p>New audit program to be developed in conjunction with the introduction of a new Internal Audit Committee.</p>

Four Year Delivery Program 2013/14 – 2016/17	Annual Operational Plan actions 2015/2016 - Activities, programs, projects and works:	Performance Measures 2015/16	Status	Achieved at 30 June 2016	Commentary
7.3 Service Excellence Contemporary, responsive and competitive quality service delivery (cont.)	Uphold and enforce our local planning laws and regulations through legal action where required	<no.> of legal actions <%> of successful prosecutions		140 legal actions. 89 successful prosecutions	Legal Actions includes all court litigation including LEC Class 1 appeals. Prosecutions are Local Court only (with the exception of a current undetermined LEC Class 5 prosecution)
		<no.> of Investigations, Notices & Orders		Investigations 2120 Notices 96 Orders 116	
	Undertake to provide legal advice in an efficient manner	<no.> of matters completed <no.> of matters received <no.> of matters current		394 matters completed. 424 matters received. 339 matters outstanding.	1 Planning laws and regulations Local Court total 115 PLUS Land and Environment Court total 25 (16 new + 9 existing) Local Court successful prosecutions 89 2 Legal Advice New Matters received: 317 Matters finalised: 310 Current 206 Real Property: New Matters received: 107 Matters finalised: 84 Current matters 133

APPENDIX 1

Four Year Delivery Program 2013/14 – 2016/17	Annual Operational Plan actions 2015/2016 - Activities, programs, projects and works:	Performance Measures 2015/16	Status	Achieved at 30 June 2016	Commentary
1.1 Roads	<p>\$11.24m to undertake programs including:</p> <ol style="list-style-type: none"> Captain Cook Drive (between Woollooware Road and Elouera Road) Stage 3 North West Arm Road, Grays Point - Safety upgrade of footpath crossings at property Numbers: 187, 189 and 197 Bundanoon Road Woronora Hts East side Kerb & Guttering Maianbar Road curve, east of King Street - road safety improvements <p>Planned Maintenance</p>	<ol style="list-style-type: none"> 100% of allocated budget committed 100% of allocated budget committed 100% of allocated budget committed 100% of allocated budget committed <ol style="list-style-type: none"> % of allocated budget spent or committed. % of planned maintenance completed 		<ol style="list-style-type: none"> 100% Complete. 100% Complete Deferred. 100 % Complete <ol style="list-style-type: none"> 100% Committed. 99% Completed 	<ol style="list-style-type: none"> Funding source Northern Access Roads - community approval not achieved. <p>Microsurfacing treatment: All thirty (30) Microsurface treatment projects included in Road Preventative Maintenance Program were 100% complete. This represents a total of 51,018 square metres of preserved road pavement surface. Asphalt treatment: All fifty seven (57) asphalt treatment projects included in Road Pavement Rehabilitation, Preventative Maintenance and Roads to Recovery Program were 100% complete. This represents a total of 89,627 square metres of renewed asphalt road pavement.</p> <p>Stabilisation treatment: Of the total of fourteen (14) stabilisation projects, eleven (11) are completed and three (3) projects were partially completed. This represents a total of 41,191 square metres of reconstructed stabilised road pavement.</p>

Four Year Delivery Program 2013/14 – 2016/17	Annual Operational Plan actions 2015/2016 - Activities, programs, projects and works:	Performance Measures 2015/16	Status	Achieved at 30 June 2016	Commentary
	Reactive Maintenance	% of allocated budget spent or committed. % of reactive maintenance completed with service standard		97% of budget spent. 99% completion of reactive maintenance	99% of all defects identified were completed within 97% of allocated budget
1.2 Traffic Management/ Pedestrian Safety	\$1.225m to undertake programs including: 1. Belgrave Esplanade at Murrumbidgee Avenue - Pedestrian Refuge & Mini Roundabout 2. Lantana Road, Engadine near Glenview Place - half oval threshold 3. Waratah Street & Parramatta Street - Roundabout 4. Rawson Avenue on-road cycle lane	1. 100% of project complete 2. 100% of project complete 3. 100% of design complete and funds committed 4. 100% of design complete		1. Deferred 2. Deferred 3. 100% Complete 4. 100% Master Plan design completed.	1. Project Deferred due to Grant funding source allocation. 2. Deferred due to funding source. 4. Stage 1 works complete.
	Planned Maintenance	% of allocated budget spent or committed % of planned maintenance completed		97% of budget spent 97% completed	
	Reactive Maintenance	% of allocated budget spent or committed % of reactive maintenance completed with service standard % of allocated budget spent or committed % of scheduled programs complete		97% completed 90% completed within service standard Deferred	Delivery deferred to 2016/17
1.3 Bridges	\$740,000 to undertake programs including: 216 Belgrave Esplanade, Sylvania - Seawall Replacement				

Four Year Delivery Program 2013/14 – 2016/17	Annual Operational Plan actions 2015/2016 - Activities, programs, projects and works:	Performance Measures 2015/16	Status	Achieved at 30 June 2016	Commentary
1.4 Footpath program	\$1m to undertake programs including: Prioritised footpath construction Planned Maintenance	% of allocated budget spent or committed % of scheduled programs complete % of allocated budget spent or committed % of planned maintenance completed		100% Complete	20 new footpath projects representing 5.7 km of newly constructed footpath.
	Reactive Maintenance	% of allocated budget spent or committed. % of reactive maintenance completed with service standard		100% Committed 100% Completed	0.9 km of deteriorated asphalt footpaths has been replaced. In addition to the planned maintenance, twenty (20) new footpath projects were 100% complete. This represents 5.7 km of newly constructed footpath.
1.5 Cycleways	\$1.1m to undertake: 1. Como Railway shared path 2. Woollooware Bay Stage 6 Studies 3. Atkinson Road Shared Path 4. Program: Cycleways - As Per Sutherland Council Bicycle Network Plan Planned Maintenance	% of allocated budget spent or committed. % of planned maintenance completed % of allocated budget spent or committed % of reactive maintenance completed with service standard		93% of budget spent. 100% completion	All reactive maintenance defects identified were completed within 93% of allocated budget
		1. 100% of design completes 2. 100% of allocated budget committed 3. 100% of works complete 4. 100% of allocated budget spent		1. 25% design complete. 2. 10% Budget committed. 3. 100% Complete. 4. 75% Spent. 100% committed.	2. Internal design awaiting RMS confirmation.
	Reactive Maintenance (graffiti removal)	% of allocated budget spent or committed % of reactive maintenance completed with service standard		100% complete	
				70% of reactive maintenance completed within service standard	

Four Year Delivery Program 2013/14 – 2016/17	Annual Operational Plan actions 2015/2016 - Activities, programs, projects and works:	Performance Measures 2015/16	Status	Achieved at 30 June 2016	Commentary
1.6 Public Presentation	\$560,000 to undertake programs including: 1. Taren Point Road Beautification-Landscaping 2. Captain Cook Drive / Elouera Road Roundabout - Landscaping Upgrade 3. Caringbah Shopping Centre Domain Improvements 4. Shopping Centre Renewals	1. 100% of allocated budget spent 2. 100% works complete 3. 100% works complete 4. 100% works complete	Yellow Black Green Green	1. 55% of allocated budget spent. 2. Deferred 3. 100% Complete. 4. 100% Complete	1. Works programmed for completion over 2016/17. 2. Deferred due to collocated development.
	Planned Maintenance	% of allocated budget spent or committed % of planned maintenance completed	Green	100% Budget spent or committed 100% planned maintenance completed	
	Reactive Maintenance (Graffiti Removal)	% of allocated budget spent or committed % of reactive maintenance completed with service standard	Yellow	104% of budget expended 70% of reported graffiti was removed within 7 days (Target rate >80%).	
1.7 Shopping and Business Centres	\$835,000 to undertake programs including: 1. Sylvania Heights Shopping Centre Upgrade 2. Sylvania Shopping Centre Upgrade 3. Cronulla Plaza - Shade Structures 4. Cronulla Plaza Mall Kiosks - Structural Steel Replacement	1. 100% of design complete 2. 100% of allocated budget committed 3. 100% of works complete 4. 100% of design complete	Green Black Green Black	1. 100% complete. 2. Deferred for Collocated development. 3. 100% works complete. 4. Deferred due to Cronulla Masterplan.	

Four Year Delivery Program 2013/14 – 2016/17	Annual Operational Plan actions 2015/2016 - Activities, programs, projects and works:	Performance Measures 2015/16	Status	Achieved at 30 June 2016	Commentary
	Planned Maintenance	% of allocated budget spent or committed % of planned maintenance completed		105% of budget spent 100% of planned maintenance completed	(5 shopping centres completed at a cost of \$116,426);
	Reactive Maintenance	% of allocated budget spent or committed % of reactive maintenance completed with service standard		102% of allocated budget spent. 75% reactive maintenance completed within service standard (Target >75%).	
1.8 Community Buildings	\$1.9m to undertake programs including: 1. Waratah Park Dog Training Building - Roof Replacement 2. Waterfall RFS Playgroup - softfall replacement 3. Menes Shed Facility 4. Sylvania High School installation floodlights, construction of amenities building for school & community sporting use	1. 100% of works complete 2. 100% of works complete 3. 100% of works complete 4. 100% of allocated budget committed		1. 100% complete. 2. 100% complete. 3. 100% complete. 4. Cancelled.	4. Report IPR010-16
	Planned Maintenance	% of allocated budget spent or committed. % of planned maintenance completed within acceptable service standard (Target >75%).		99% of allocated budget spent. 82% of planned maintenance completed within acceptable service standard.	230 customer requests completed at a cost of \$580,729.

Four Year Delivery Program 2013/14 – 2016/17	Annual Operational Plan actions 2015/2016 - Activities, programs, projects and works:	Performance Measures 2015/16	Status	Achieved at 30 June 2016	Commentary
	Reactive Maintenance	% of allocated budget spent or committed. % of reactive maintenance completed within acceptable service standard (Target >75%).		102% of allocated budget spent. 75% of reactive maintenance completed within acceptable service standard.	1924 customer requests completed at a cost of \$622,400.
1.9.1 Sporting & Recreation Facilities	\$7m to undertake programs including: 1. The Ridge LED Lighting upgrade - Stage 1 & 2 2. Greenhills Hockey Field Construction Stage 1B 3. Kareela Sports Field site - ancillary amenity upgrades 4. Waratah AFL/cricket field (Lincoln oval) - Development to Regional AFL facility 5. Greenhills Hockey Field amenities building	1. 100% of allocated budget committed. 2. 100% works complete 3. 100% of allocated budget committed. 4. 100% of allocated budget committed or spent		1. Pending 2. 40% Delay due to Developer works. 3. 27% of allocated budget committed. 4. 100% committed. Delivery 2016/17.	1. Transgrid approval required. 4. Report IPR010-16
	Planned Maintenance	% of allocated budget spent or committed % of planned maintenance completed		103% allocated budget spent. 96% of Planned maintenance completed	
1.9.2 Leisure Centres	\$1.77m to undertake programs including: 1. Sutherland Leisure Centre - Shutdown Upgrade Works 2. Como Pool - Northern pool deck replacement 3. Engadine Leisure Centre - Plantroom Safe Roof Access 4. Cronulla Sports Complex - Rectification Works	1. 100% works complete 2. 100% works complete 3. 100% works complete 4. Preliminary works and design complete		1. 100% complete. 2. 100% complete. 3. 100% complete. 4. 100% complete	

Four Year Delivery Program 2013/14 – 2016/17	Annual Operational Plan actions 2015/2016 - Activities, programs, projects and works:	Performance Measures 2015/16	Status	Achieved at 30 June 2016	Commentary
	Planned Maintenance	% of allocated budget spent or committed. % of planned maintenance completed within acceptable service standard (Target >75%).		99% of allocated budget spent. 93% of planned maintenance completed within service standard.	33 customer requests completed at a cost of \$54,036.
	Reactive Maintenance	% of allocated budget spent or committed. % of reactive maintenance completed within acceptable service standard (Target >75%).		102% of allocated budget spent. 75% reactive maintenance completed within service standard.	129 customer requests completed during the period at a cost of 63,311.
1.10 Parks, Playgrounds & Passive Reserves	\$4.88m to undertake programs including: 1. Silver Beach western-end path including catamaran carpark 2. Gunnamatta Park path construction and bridge installation 3. Forum Drive Playground 4. Barden Ridge Park 150 Old Illawarra Road	1. 100% of allocated budget committed 2. 100% of project complete 3. 100% of allocated budget committed 4. 100% of allocated budget committed		1. 100% complete. 2. 100% complete. 3. 100% complete. 4. 15% budget expended.	

Four Year Delivery Program 2013/14 – 2016/17	Annual Operational Plan actions 2015/2016 - Activities, programs, projects and works:	Performance Measures 2015/16	Status	Achieved at 30 June 2016	Commentary
1.12 Wharves & Jetties	<p>\$2.165m to undertake programs including:</p> <ol style="list-style-type: none"> 1. Old Ferry Road - Small Craft Facility 2. Burnum Burnum boat ramp upgrade 3. Lugano Avenue wharf upgrade 4. Tom Uglys wharf upgrade 	<ol style="list-style-type: none"> 1. 100% of allocated funds committed 2. 100% of allocated budget spent or committed 3. 100% allocated funds committed or project withdrawn. 4. 100% allocated funds committed 		<ol style="list-style-type: none"> 1. deferred 16/17 delivery. 2. 20% spent. Deferred 16/17 Delivery. 3. Deferred. 4. Deferred 16/17 delivery. 	<ol style="list-style-type: none"> 1. 15/16 design funds expended as planned. Construction to occur start of 17/18 due to approvals and procurement requirements. 2. Construction for 16/17 as planned. Deferred from 15/16 due to tie in with the wetland and boat ramp upgrades. 3. Unable to secure grant funding so deferred as a lower priority. 4. Construction for 16/17 as planned.
1.13 Public Toilets	<p>\$250,000 to undertake programs including:</p> <ol style="list-style-type: none"> 1. Burnum Burnum Sewer Upgrade Works 2. Lilli Pili Baths Public Toilet & Change Room Replacement 3. Cronulla CBD south new Public Toilet 	<ol style="list-style-type: none"> 1. 100% works complete 2. 100% preliminary works complete 3. 100% Design complete 		<ol style="list-style-type: none"> 1. 100% complete. 2. deferred 2017/18 delivery. 3. Deferred Masterplan. 	
	Planned Maintenance	<p>% of allocated budget spent or committed. % of planned maintenance completed within acceptable service standard (Target >75%).</p>		<p>99% of allocated budget spent. 84% of planned maintenance completed within acceptable service standard.</p>	<p>40 customer requests completed at a cost of \$3,407.</p>
	Reactive Maintenance	<p>% of allocated budget spent or committed. % of reactive maintenance completed within acceptable service standard (Target >75%).</p>		<p>102% of allocated budget spent. 86% reactive maintenance completed within service standard.</p>	<p>744 customer requests completed at a cost of \$236,460.</p>

Four Year Delivery Program 2013/14 – 2016/17	Annual Operational Plan actions 2015/2016 - Activities, programs, projects and works:	Performance Measures 2015/16	Status	Achieved at 30 June 2016	Commentary
1.14 Emergency Services Facilities	\$266,000 to undertake programs including: 1. Program SES Headquarters - Renewal works 2. Program - RFS and SES Buildings Unplanned Renewals 3. Heathcote Fire Control Centre - Vehicle Accommodation (SES) 4. Menai RFS Building	1. 100% of allocated funds spent 2. 85% of Works completed within Service Standard 3. 100% design complete		1. 0% other projects programmed. 2. 0% other projects programmed. 3. Deferred. 4. 100% complete.	3. Priority set by RFS.
	Planned Maintenance	% of allocated budget spent or committed. % of planned maintenance completed within acceptable service standard (Target >75%).		99% of allocated budget spent. 89% of planned maintenance completed within acceptable service standard.	21 customer requests completed at a cost of \$4,570.
	Reactive Maintenance	% of allocated budget spent or committed. % of reactive maintenance completed within acceptable service standard (Target >75%).		102% of allocated budget spent. 80% reactive maintenance completed within service standard.	98 customer requests completed at a cost of \$31,574.

GOV006-17 CODE OF CONDUCT COMPLAINT STATISTICS

Attachments: Nil

EXECUTIVE SUMMARY

- Part 12 of the Procedures for the Administration of the Code of Conduct requires that statistics on the number of Code of Conduct complaints received about Councillors and the General Manager under the Code of Conduct be reported to Council on an annual basis.
- This report provides statistics on the complaints received and the total cost of dealing with those complaints.
- A total of seven Code of Conduct complaints were received about Councillors and the General Manager in the year up to September 2016.

REPORT RECOMMENDATION

That the report on the Code of Conduct Complaints Statistics be received and noted.

PURPOSE

Clause 12.1 of the Procedures for the Administration of the Code of Conduct requires Council's Code of Conduct Complaints Coordinator to report details of any complaints received about Councillors and the General Manager under the Code of Conduct, within three months of the end of September of each year.

This report provides information on such complaints.

BACKGROUND

Council is required to adopt a Code of Conduct in accordance with s440 of the Local Government Act 1993. Additionally clause 193 of the Local Government (General) Regulation 2005 requires Council to adopt the model Procedures for the Administration of the Code of Conduct. The statistics provided in this report are required to be reported in accordance with the adopted procedures.

DISCUSSION

Under the Procedures for the Administration of the Code of Conduct, Council is required to provide the following statistics and summary of the complaints received against Councillors and the General Manager in the year to September.

Total number of code of conduct complaints made	Seven
Total number of code of conduct complaints referred to a conduct reviewer	Nil
Total number of code of conduct complaints finalised by a conduct reviewer at the preliminary assessment stage and the outcome of those complaints	Nil
Total number of code of conduct complaints investigated by a conduct reviewer	Nil
Total number of code of conduct complaints investigated by a conduct review committee	Nil
The outcome of Code of Conduct complaints investigated by a conduct reviewer or conduct review committee	Nil
Total number of code of conduct complaints reviewed by the Office of Local Government and, without identifying particular matters, the outcome of the reviews	Six. On six occasions complaints were referred to the OLG as they related to the maintenance of the integrity of the Code. On each occasion the OLG found that the complaints had no substance and were dismissed.
Total cost of dealing with Code of Conduct complaints made about Councillors and the General Manager	No direct costs.

A total of three complaints were received in relation to Councillors. All three complaints were made against the Mayor or the previous Mayor and all related Part 8 of the Code of Conduct. As Part 8 of the Code relates to maintaining the integrity of the Code all such complaints must be referred to the Office of Local Government (OLG) for review. All three complaints were dismissed by the OLG.

A total of four complaints were received in relation to the General Manager. Three of the complaints related Part 8 of the Code of Conduct. As Part 8 of the Code relates to maintaining the integrity of the Code all such complaints must be referred to the Office of Local Government (OLG) for review. All three complaints were dismissed by the OLG. A further complaint was received in relation to Clause 3.5 of the Code (taking all relevant facts into account when making a decision). The Mayor dismissed this complaint as it was found to have no substance.

Whilst the number of complaints received in the reporting year has risen from last year, it is worth noting that the complaints were lodged by only two residents and related to a single incident each. It is pleasing to note that all matters referred the Office of Local Government had no negative findings.

CONSULTATION

Consultation was not required to be undertaken in the preparation of this report. Council has reported the above statistics and results to the Office of Local Government in accordance with the requirements of the model code.

BUDGET AND RESOURCES

There is no dedicated budget set aside to deal with Code of Conduct issues, however investigations of complex matters can be expensive due to the need to engage specialist external conduct reviewers. In this reporting period no matters needed to be referred to an external conduct reviewer.

POLICY

There are no policy implications associated with this report.

CONCLUSION

Council's consideration of this report ensures that the requirements of Council's Procedures for the Administration of the Code of Conduct are met.

RESPONSIBLE OFFICER

The officer responsible for the preparation of this Report is the Manager Governance and Customer Service, Todd Hopwood, who can be contacted on 9710 0817.

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