



LATE REPORTS TO COUNCIL

27 February 2018

Late Reports to Council

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	Page No.
Late Report #1 - Proposed Financial Assistance to the New England Wine Industry Association	2
Late Report #2 - 2017/18 – 2nd Quarter Budget Review Statements.....	7
Late Report #3 - Heritage Advisory Services Summary for February 2017	23



REPORT TO COUNCIL

Department:	Community and Governance
Submitted by:	<i>Kim-Trieste Hastings</i>
Reference/Subject:	Late Report #1 - Proposed Financial Assistance to the New England Wine Industry Association

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

Goal:	1.3 A diverse and creative culture
Strategy:	1.3.1 Lobby government, companies and other individuals to secure funding for cultural and creative expression fields.
Action:	1.3.1.2.1 Provide the annual community grants program

SUMMARY:

This report addresses a request for financial assistance from The New England Wine Industry Association to contribute a portion of co-funding required for a grant application to 'reinvigorate' the region's wine industry activities.

OFFICER'S RECOMMENDATION:

That Council;

1. That Council give 28-days public notice of the proposed \$2,000 in financial assistance to The New England Wine Industry Association to support their efforts to "reinvigorate" the region's wine industry activities.
2. That Council contribute \$2,000 in financial assistance to the New England Wine Industry Association, subject to:
 - a. New England Wine Industry Association successfully securing a Wine Australia's International Wine Tourism Competitive Grant in 2018; and
 - b. Council not receiving submissions opposing the proposal during the 28-day public notice period.

BACKGROUND:

A request for financial assistance has been received from the New England Wine Industry Association's new secretary and treasurer, Alison Stewart.

The New England Wine Industry Association (Association) is geographically the largest region in NSW and has the fewest producers. The Association started in 2011 and the last few years have seen hard times for the region's wine producers and the Association has not been very active.

LATE REPORTS TO COUNCIL

Many producers have withdrawn from the industry, leaving only nine (9) members in the Association.

The Association would like to move forward as a region and has identified some key first steps to this process.

1. New regional website that is mobile friendly with interactive map capabilities and a translated Chinese version
2. Design and distribute a regional Wine trail map. This will be distributed amongst the numerous Tourist Information Centres in the region
3. Hold an annual wine/Food event (possibly at multiple locations across the region).

With only nine (9) members, two (2) of which are located within Uralla Shire Local Government Area – Whyworry Wines and Merilba Estate - finding the funding to move forward is very difficult and the Association is applying for Wine Australia's International Wine Tourism Competitive Grants as part of the recent Wine Equalisation Tax changes.

This grant requires dollar-for-dollar co-contribution from the applicant to match funds advanced from Wine Australia.

The Association is trying to raise the co-contribution in support of their application, with a goal to raise \$20,000

REPORT:

On 22 February, Council received a request from the Association to provide financial assistance with a contribution of \$2,000. The Association has also approached other councils for an equivalent contribution of \$2,000. At the time of writing this report, the status of requests is as follows:

- Inverell Shire Council - have confirmed
- Armidale Regional Council – are yet to confirm
- Glen Innes Severn Council – are yet to confirm
- Tenterfield Shire Council – are yet to respond to the request
- Tamworth Regional Council – are yet to respond to the request

To address the grant funding application timeframe, the Association has requested a response to their request by 28 February 2018.

KEY ISSUES:

- To support the Associations grant funding application with a financial assistance contribution of \$2,000.

CONCLUSION:

This report recommends, subject to receiving no submissions opposing the proposal during the public notice period, providing financial assistance of \$2,000 to the Association, subject to the Association successfully securing Wine Australia's International Wine Tourism Competitive Grant.

Should Council receive submissions opposing the proposal during the public notice period, a further report will be provided to Council for consideration.

LATE REPORTS TO COUNCIL

COUNCIL IMPLICATIONS:

1. Community Engagement/ Communication (per engagement strategy)

Section 356 of the Local Government Act required public notice for at least 28 days.

2. Policy and Regulation

Council has a Donations – Section 356 Policy, refer:

http://uralla.nsw.gov.au/files/uploaded/file/Your%20Council/Council%20Documents/Operating%20Policies/Policy%201.2.06/1_2_06_Donations_-_Section_356.pdf

Local Government Act 1993

Section 377, General power of the council to delegate, states (in Part):

- (1) A council may, by resolution, delegate to the general manager or any other person or body (not including another employee of the council) any of the functions of the council under this or any other Act, other than the following:
 - (q) A decision under section 356 to contribute money or otherwise grant financial assistance to persons
- (1A) Despite subsection (1), a council may delegate its functions relating to the granting of financial assistance if:
 - (a) The financial assistance is part of a specified program, and
 - (b) The program is included in the council's draft operational plan for the year in which the financial assistance is proposed to be given, and
 - (c) The program's proposed budget for that year does not exceed 5 per cent of the council's proposed income from the ordinary rates levied for that year, and
 - (d) The program applies uniformly to all persons within the council's area or to a significant proportion of all the persons within the council's area.

Section 356, Can a council financially assists others states:

- (1) A council may, in accordance with a resolution of the council, contribute money or otherwise grant financial assistance to persons for the purpose of exercising its functions.
- (2) A proposed recipient who acts for private gain is not ineligible to be granted financial assistance but must not receive any benefit under this section until at least 28 days' public notice of the council's proposal to pass the necessary resolution has been given.
- (3) However, public notice is not required if:
 - (a) The financial assistance is part of a specific program, and
 - (b) The program's details have been included in the council's draft operational plan

LATE REPORTS TO COUNCIL

- for the year in which the financial assistance is proposed to be given, and
- (c) The program's proposed budget for that year does not exceed 5 per cent of the council's proposed income from the ordinary rates levied for that year, and
 - (d) The program applies uniformly to all persons within the council's area or to a significant group of persons within the area.

- (4) Public notice is also not required if the financial assistance is part of a program of graffiti removal work

Section 705, What is public notice? states:

- (1) If the council or another person is required to give public notice under this Act, the notice must state the place at which, the dates on which, and the times during which the matter publicly notified may be inspected by the public.
- (2) The notice is to be in the approved form.
- (3) The notice is to be given in a manner determined by the council with the object of bringing the matter notified to the attention of as many people in its area as possible.

Section 706, What happens after a council gives public notice? states:

- (1) If public notice is given by the council, anyone may make a written submission to the council during the period of public notice (or any longer period allowed by this Act for the making of submissions) concerning the matter notified.
- (2) Before determining the matter notified, the council must consider all submissions duly made to it.

3. Financial (LTFP)

The financial assistance will be recorded as an expense in the Community Development Donations budget. Should Council provide the financial assistance as recommended, there will be a need to increase the expense budget of \$2,000 at the next quarterly budget review.

4. Asset Management (AMS)

Nil

5. Workforce (WMS)

Nil

6. Legal and Risk Management

Nil

7. Performance Measures

Nil

8. Project Management

Nil

LATE REPORTS TO COUNCIL

Prepared by staff member: Kim-Trieste Hastings
TRIM Reference Number:
Approved/Reviewed by Manager: Trish Kirkland
Department: Director Community and Governance
Attachments: Nil



REPORT TO COUNCIL

Department:	Finance
Submitted by:	Chief Financial Officer
Reference/Subject:	Late Report #2 - 2017/18 – 2nd Quarter Budget Review Statements

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

Objective:	4.2 An effective and efficient organisation
Strategy:	4.2.2 Operate in a financially responsible and sustainable manner
Activity:	4.2.2.1 Maintain and control financial system and improve long term financial sustainability
Action:	Complete and report quarterly budget review statements

SUMMARY:

The purpose of this report is to present to Council a review of the budget for the second quarter of the 2017/18 financial year.

Attached to this report are the quarterly budget review statements for the second quarter ending 31 December 2017.

OFFICER'S RECOMMENDATION:

1. That the second quarter budget review summary for the 2017/18 financial year be received and noted; and
2. That the adjustments to budget allocations, including transfers to and from reserves, be adopted;

BACKGROUND:

It is a statutory requirement that council's Responsible Accounting Officer prepares and submits a budget review statement to Council on a Quarterly basis each financial year (LGGR 2005 cl.203 (1)). Also, in compliance with the Local Government (General) Regulation, Council's Responsible Accounting Officer must include with the budget review report an opinion on the financial position of Council and any recommendations for remedial action if required. As such the second quarterly review for the 2017/18 financial year has been prepared and attached for Council's review.

REPORT:

The attached second quarter budget report statements show a further deterioration in the estimated profit for the year ended 30 June 2018, mainly as a consequence of changes to estimated depreciation arising from the water and sewer revaluations in 2016/17 and higher than expected costs for unsealed road maintenance. Despite these changes, the overall cash position remains in line with the anticipated original budget position due to the deferral of some capital works to 2018/19.

LATE REPORTS TO COUNCIL

Issues

The second quarter budget review statement reflects some of the variations that arise from normal operating changes in any given year. The variations are detailed in the *Recommended changes to revised budget for income and expenses budget and capital budget* pages of the attached report. The major net changes can be summarised as follows:

Income and Expenditure:

- Higher than expected maintenance costs of \$18,300 (net of overall capital and maintenance funds) at the sports complex fixing drainage and electrical latent problems;
- Increased maintenance costs of \$10,800 on unsealed urban streets;
- Contribution to the Armidale animal shelter inadvertently omitted from the original budget and increased plant hire costs for animal control operations, totalling \$30,660;
- Increased wage cost of \$24,000 for Bundarra water that had not been allocated correctly within the original budget;
- Additional FAGS income of nearly \$83,600 due to the reintroduction of indexation;
- Increased rural fire service costs of \$43,641 relating to the 2016/17 financial year;
- Higher rural unsealed road maintenance costs of \$226,000 above budget/asset management plan estimates;
- Increased depreciation charges of nearly \$358,600 relating to the revaluation of water and sewer assets in 2016/17 and increased plant depreciation due to the acquisition of new plant and equipment;

Capital Expenditure:

- \$23,500 in additional costs associated with staff accommodation requirements in the administration offices;
- Deferral of \$226,000 in local urban street capital works that will not commence until 2018/19.

Conclusion

Although the major adjustments noted above and in the first quarterly budget review statement will result in a loss of over \$1,000,000 for the year ended 30 June 2018 (compared to an estimated profit of over \$760,000), most of the deterioration in the budget result can be assigned to the timing of FAG income of nearly \$1,200,000 and a non-cash depreciation increase of nearly \$360,000. After adjusting for the deferral of local urban street capital works, it is likely that the cash position will be less than \$100,000 below the original budget.

COUNCIL IMPLICATIONS:

1. Community Engagement/ Communication

Not required.

2. Policy and Regulation

- Local Government Act 1993;
- Local Government Regulations (General) 2005;
- Local Government Code of Accounting Practice and Financial Reporting; and
- Australian Accounting Standards.

3. Financial (LTFP)

This report is a review of the annual budget up to the end of the second quarter. Changes to the budget are as outlined in the attached statements.

LATE REPORTS TO COUNCIL

4. Asset Management (AMS)

N/A

5. Workforce (WMS)

N/A

6. Legal and Risk Management

N/A

7. Performance Measures

N/A

8. Project Management

N/A

Simon Paul
Chief Financial Officer

Prepared by staff member:	Simon Paul
Approved/Reviewed by Manager:	Andrew Hopkins, General Manager
Department:	Finance
Attachments:	2nd Quarter Budget Review Statements

Uralla Shire Council
For the Quarter ended 31 December, 2017

Table of Contents	Page
1. Responsible Accounting Officer's Statement	1
2. Income & Expenses Budget Review Statement's	
Consolidated - By Fund	2
Consolidated - By Activity	3
Material Variations	4
3. Capital Budget Review Statement	
Consolidated - By Fund	5
Consolidated - By Activity	6
Material Variations	8
4. Cash & Investments Budget Review Statement	
Consolidated	9
5. Key Performance Indicator (KPI) Budget Review Statement	10
6. Contracts & Other Expenses Budget Review Statement	11
7. Cash Variations	12

Uralla Shire Council
Quarterly Budget Review Statement
For the Quarter ended 31 December, 2017

Report by Responsible Accounting Officer

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

It is my opinion that the Quarterly Budget Review Statement for Uralla Shire Council for the quarter ended 31 December, 2017 indicates that Council's projected financial position at 30 June, 2018 will be satisfactory at year end, having regard to the projected estimates of income and expenditure and the original budgeted income and expenditure.

Signed: _____

Simon Paul
Responsible Accounting Officer

Uralla Council
Quarterly Budget Review Statement
For the period 01 July, 2017 to 30 June, 2018

Income & Expenses Budget Review Statement
Consolidated by Fund
Budget review for the quarter ended 31 December, 2017

(\$000's)	Original Budget 2017/2018	Variations		Revised Budget Sep-17	Variations from this QBRs	Notes	Projected		Actual	
		Sep QBRs	(1,073)				Year End Result	YTD Dec-17		
Income										
General Fund	14,876	(1,073)		13,803	250		14,053	8,891	63%	
McMaugh Gardens	3,053	-		3,053	50		3,103	1,484	48%	
Water Supplies	1,050	-		1,050	-		1,050	710	68%	
Sewer Services	1,015	-		1,015	-		1,015	830	82%	
Total Income from Continuing Operations	19,994	(1,073)		18,921	300		19,221	11,915	62%	
Expenses										
General Fund	14,465	120		14,585	674		15,259	6,925	45%	
McMaugh Gardens	3,052	-		3,052	50		3,102	1,441	46%	
Water Supplies	1,013	21		1,034	199		1,233	633	51%	
Sewer Services	702	-		702	23		725	340	47%	
Total Expenses from Continuing Operations	19,232	141		19,373	947		20,320	9,339	46%	
Net Operating Result from Continuing Operations	762	(1,214)		(452)	(646)		(1,099)	2,577		
Discontinued Operations				-			-			
Net Operating Result from Continuing Operations	762	(1,214)		(452)	(646)		(1,099)	2,577		
Capital grants and contributions	593	-		593			593	149		
Net Operating Result before Capital Grants	169	(1,214)		(1,045)	(646)		(1,692)	2,428		

Uralla Council
Quarterly Budget Review Statement
For the period 01 July, 2017 to 30 June, 2018

Income & Expenses Budget Review Statement
Consolidated by Activity
Budget review for the quarter ended 31 December, 2017

	Original Budget 2017/2018	Variations		Revised Budget Sep-17	Variations from this QBRs	Notes	Projected		Actual YTD Dec-17	
		Sep QBRs	QBRs				Year End Result	Result		
Income										
Organisational Services	5,301	(1,193)	79	4,108			4,187	4,034	96%	
Community & Culture	6,170	120	203	6,290			6,493	3,279	50%	
Infrastructure & Regulation	6,458	-	19	6,458			6,476	3,063	47%	
Water Supplies	1,050	-	-	1,050			1,050	710	68%	
Sewer Services	1,015	-	-	1,015			1,015	830	82%	
Total Income from Continuing Operations	19,994	(1,073)	300	18,921			19,221	11,915	62%	
Expenses										
Organisational Services	1,484	-	15	1,484			1,498	715	48%	
Community & Culture	6,873	120	242	6,993			7,235	3,127	43%	
Infrastructure & Regulation	9,160	-	468	9,160			9,628	4,524		
Water Supplies	1,013	21	199	1,034			1,233	633	51%	
Sewer Services	702	-	23	702			725	340	47%	
Total Expenses from Continuing Operations	19,232	141	947	19,373			20,320	9,339	46%	
Net Operating Result from Continuing Operations	762	(1,214)	(646)	(452)			(1,099)	2,577		
Discontinued Operations				-			-			
Net Operating Result from Continuing Operations	762	(1,214)	(646)	(452)			(1,099)	2,577		
Capital grants and contributions	593			593			593	149		
Net Operating Result before Capital Grants	169	(1,214)	(646)	(1,045)		3	(1,692)	2,428		

Uralla Shire Council
Quarterly Budget Review Statement
For the period 01 July, 2017 to 30 June, 2018

Income & Expenses Budget Review Statement
Recommended changes to revised budget
Budget review for the quarter ended 31 December, 2017

Budget Variations include the following material items:

Notes	Amount	Details
1	-\$ 9,545	Recovery of lighting damage cost at Mt Mutton facilities from insurance not originally estimated, costs posted to FY 2016-17
2	-\$ 90,000	Increased HCP Package funding \$200K and CHSP Funding \$200K anticipated for TCS
3	-\$ 30,000	TCS NDIS growth adjustment not originally anticipated
4	-\$ 14,000	Additional Budget funding \$14k for TCT in CHSP growth funding accepted as major contract change
5	\$ 14,000	There will be no further "other income" for TCT due to changes for Point-to-Point legislation
6	-\$ 6,600	Mt Mutton facility usage license fee received from Fire & Rescue for 2 years, not originally budgeted
7	\$ 6,000	Training cost was originally under estimated for Engineering Operations
8	\$ 18,304	Revised budget for sports ground maintenance \$60k, of which \$18.8k will be provided from unspent capital restrictions of sports complex and the rest will be adjusted through QBRS
9	-\$ 30,000	No funding approval from RMS for PAMP footpath capital works – defer costs to next FY
10	\$ 22,500	No funding approval from RMS for PAMP footpath capital works - defer to next FY
11	\$ 10,800	Unsealed urban streets maintenance, estimated budget over-run based on actuals YTD
12	\$ 3,000	Workshop service review was one off cost but over the budget by \$2k and plant hire actuals higher than anticipated
13	\$ 5,500	Proportionate adjustment in utility budget per actuals to December for Street Lighting Operations
14	\$ 1,000	New casual on-job training at Library with Luise not originally budgeted
15	-\$ 1,000	Anticipated reduction in equipment replacement based on actuals to December 2017 at Library
16	\$ 5,000	Additional cost associated with TCS NDIS program
17	\$ 1,000	Budget for Bundarra Neighbour Aid transport service not originally anticipated under TCS
18	\$ 8,000	TCS increased client referrals not previously allowed for
19	\$ 3,000	TCS ADHC expenses still occurring due to delayed transition of clients to CHSP, additional costs anticipated
20	\$ 20,000	Anticipation of increase in TCS private client cost
21	\$ 33,000	Increase budget for solicitor fees to have subcontracts drafted, Business Plan and CTABS Implementation for TfNSW project consultancy. This additional budget item is to be funded from the Restricted State Government Funds held in liabilities for the TCT Service.
22	\$ 3,000	NEHC campaign not originally budgeted in VIC and Tourism Operations
23	\$ 30,660	Contribution for the Armidale animal shelter \$25,000 was left out of the original budget and plant hire cost to be increase by \$5,660 for Animal Control Operations
24	\$ 24,000	Bundarra water wages exceeded previous years and additional time needed for training which had never costed before.
25	-\$ 8,000	Training cost originally over budgeted for sewerage management
26	\$ 1,200	Sewer operator training cost for 3 days not originally included in budget

27	-\$	50,000	Anticipation of increase in fees income from McMaugh Gardens due to changes in invoicing/accounting practices
28	\$	10,000	Additional cost for preparation of McMaugh Gardens 30 year strategic plan, not originally included
29	\$	40,000	Routine maintenance, services and emergency repairs not originally budgeted for McMaugh Gardens
30	-\$	83,581	FAGS under-budgeted due to reintroduction of indexation
31	\$	5,000	FESL funds will not be received which had spent for introducing emergency levy
32	\$	5,000	Recruitment costs higher than anticipated in HR Management
33	-\$	9,000	Adjustment to budget to reflect increased number of Health Inspection in Health Administration
34	-\$	16,000	Adjustment to budget to reflect increased number of OSSM Insepction in Health Administration
35	\$	20,000	Anticipation of increased cost associated with TCS Case Management
36	\$	70,000	Increase in direct support workers hours to provide additional service to TCS HCP and CHSP clients
37	-\$	33,000	Transfer from TCT restrictions to provide the cost of preparation of business plan, CTABS implementation and Transport NSW Consultancy.
38	\$	29,765	Proportionate adjustment to annual depreciation forecast of Sewer Service due to the effect of revaluation done in 2017
39	\$	175,080	Proportionate adjustment to annual depreciation forecast of Water Service due to the effect of revatuation done in 2017
40	\$	46,945	Additional depreciation for plant items added during this year
41	\$	43,641	Contribution to Rural Fire Service for 16/17 is \$108,641 less accrual \$65,000.
42	\$	17,257	Council customer service cost run over the budget due to services taken from VIC and Library staff members
43	\$	6,000	Library general maintenance cost proportionately adjusted based on the actuals to Dec
44	\$	226,000	Rural unsealed roads maintenance cost budget adjustments based on actuals YTD
45	\$	9,565	IT extra support cost from Civica not included in original budget
46	\$	6,000	Adjustment to budget originally not anticipated to replenish casual pool after several resignations and fill out the position of Louise during her 7 weeks leave
46	\$	106,802	Adjustment to depreciation based on actuals in January. Depreciation for newly added plant items are \$16k per month

Uralla Shire Council
Quarterly Budget Review Statement
For the period 01 July, 2017 to 30 June, 2018

Capital Budget Review Statement
Budget review for the quarter ended 31 December, 2017
Capital Budget - Consolidated by Fund

	Original Budget 2017/2018	Variations Other than by a QBRS	Revised Budget Sep-17	Variations from this QBRS	Notes	Projected Year End Result	Actual YTD figures
(\$000's)							
Capital Expenditure							
- General	5,418	-	5,418	(203)		5,216	2,003
- McMaugh Gardens	83	-	83	-		83	5
- Water	140	-	140	-		140	8
- Sewer	345	-	345	-		345	71
Total Capital Expenditure	5,986	-	5,986	(203)		5,784	2,087
Capital Funding							
Consolidated Fund Income	4,639	-	4,639	(203)		4,437	1,537
Unrestricted Cash Reserves	-	-	-	-		-	-
Capital Grants & Contributions	593	-	593	-		593	149
Loan Funds	-	-	-	-		-	-
Receipts from Sale of Assets	186	-	186	-		186	322
Reserves:							
- Developer Contributions	-	-	-	-		-	-
- General Restricted Assets	-	-	-	-		-	-
- Water & Sewer Restricted Assets	485	-	485	-		485	79
- McMaugh Gardens Restricted Assets	83	-	83	-		83	-
Total Capital Funding	5,986	-	5,986	(203)		5,784	2,087
Net Capital Funding	-	-	-	-		-	-

Uralla Shire Council
Quarterly Budget Review Statement
For the period 01 July, 2017 to 30 June, 2018

Capital Budget Review Statement
Budget review for the quarter ended 31 December, 2017
Capital Budget - Consolidated by Activity

	Original Budget 2017/2018	Variations Other than by a QBRS	Revised Budget Sep-17	Variations from this QBRS	Notes	Projected Year End Result	Actual YTD figures
Capital Expenditure							
Organisational Services	126	-	126	24		150	56
Community & Culture	102	-	102	-		102	5
Infrastructure & Regulation	5,273	-	5,273	(226)		5,047	1,947
Water Supplies	140	-	140	-		140	8
Sewer Services	345	-	345	-		345	71
Total Capital Expenditure	5,986	-	5,986	(203)		5,784	2,087
Capital Funding							
Consolidated Fund Income	4,639	-	4,639	(203)		4,437	1,686
Unrestricted Cash Reserves	-	-	-	-		-	-
Capital Grants & Contributions	593	-	593	-		593	-
Loan Funds	-	-	-	-		-	-
Receipts from Sale of Assets	186	-	186	-		186	322
<i>Reserves:</i>							
- Developer Contributions	-	-	-	-		-	-
- General Restricted Assets	-	-	-	-		-	-
- Water & Sewer Restricted Assets	485	-	485	-		485	79
- McMaugh Gardens Restricted Assets	83	-	83	-		83	-
Total Capital Funding	5,986	-	5,986	(203)		5,784	2,087
Net Capital Funding	-	-	-	-		-	-

Uralla Shire Council
Quarterly Budget Review Statement
For the period 01 July, 2017 to 30 June, 2018

Capital Budget Review Statement
Recommended changes to revised budget
Budget review for the quarter ended 31 December, 2017

Budget Variations being recommended include the following material items:

Notes	Amount	Details
1	\$ 23,500	Records, Governance and IT temporary seating relocation furniture and consultancy costs not originally budgeted
2	-\$ 226,000	Local Urban Streets Capital Works will not commence until 2019, reallocated to rural unsealed roads maintenance
3		
4		
5		
6		

Uralla Shire Council
Quarterly Budget Review Statement
For the period 01 July, 2017 to 30 June, 2018

	Original Budget 2017/2018	Variations		Revised Budget 2017/2018	Notes	Projected Year End Result	Actual YTD figures
		Other than by a QBRS	Sep QBRS				
Cash & Investments Budget Review Statement							
Budget review for the quarter ended 31 December, 2017							
Consolidated							
(\$000's)							
Externally Restricted							
Developer Contributions - General	565	(19)		546		546	525
Developer Contributions - Water Fund	-			-		-	-
Developer Contributions - Sewer Fund	-			-		-	-
Specific Purpose Unexpended Grants	317	993		1,310		1,310	1,590
Water Supplies	1,133	214		1,347		1,347	2,215
Sewerage Services	2,040	(35)		2,005		2,005	2,249
McMaugh Gardens	1,988	168		2,156		2,156	2,128
Unexpended Loans	619	-		619		619	619
	-			-		-	-
Total Externally Restricted	6,662	1,321	-	7,983		7,983	9,326
Internally Restricted							
Plant & Vehicle Replacement	59	774		833		833	833
Employees Leave Entitlement	539	475		1,014		1,014	1,014
Accommodation Bond Guarantees	-	-		-		-	-
Community Care	304	(304)		-		-	-
Waste Management	-			-		-	-
Stormwater Drainage	150	(165)		(15)		(15)	-
Strategic Development	200	120		320		320	320
Carry Forward Works	636	362		998		998	998
	1,888	1,262	-	3,150		3,150	3,165
Total Internally Restricted	1,888	1,262	-	3,150		3,150	3,165
Unrestricted (ie. available after the above Restrictions)	106	1,873	(1,214)	765		680	1,930
Total Cash & Investments	8,656	4,456	(1,214)	11,898		11,813	14,421

Note: Variations other than by QBRS represent alignment of opening balances to final 2017 financial statement balances.

Uralla Shire Council
Quarterly Budget Review Statement
For the period 01 July, 2017 to 30 June, 2018

Key Performance Indicators Statement
Budget review for the quarter ended 31 December, 2017

	Target	30/06/2018	30/06/2017	30/06/2016	30/06/2015
LTFP KPI's					
Operating ratio	>0	-9.08%	11.57%	-1.45%	-1.94%
Debt service ratio	>2.0x	6.54	16.74	10.28	14.21
Own source operating revenue ratio	>60%	76%	71.30%	68.24%	62.98%
Rates & charges outstanding %	<8%	7.17%	4.33%	4.20%	4.77%
Asset renewals ratio	>100%	140%	87%	112%	201%

Quarterly Budget Review Statement
For the period 01 July, 2017 to 30 June, 2018

Contracts Budget Review Statement
Budget review for the quarter ended 31 December, 2017
Part A - Contracts Listing

Contractor	Contract detail & purpose	Contract Value	Start Date	Duration of Contract	Budgeted (Y/N)	Notes
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Notes:

1. Only contracts that were entered into during the quarter and remain incomplete are included.
2. Minimum reporting level is \$50,000.
3. Contracts listed exclude contractors on Council's Preferred Supplier list.
4. Contracts for employment are not required to be included.

Part B - Consultancy & Legal Expenses Overview

Expense	YTD Expenditure (Actual Dollars)	Budgeted (Y/N)
Consultancies	\$ 220,266	Y
Legal Fees	\$ 6,088	Y

Definition of a 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.

Comments

Expenditure included in the above YTD figure but not budgeted includes:
Details

Quarterly Budget Review Statement
For the period 01 July, 2017 to 30 June, 2018

Cash & Investments Budget Review Statement
Budget review for the quarter ended 31 December, 2017

Comment on Cash & Investments Position

No material variations to Council's Cash and Investments have occurred in the second quarter.

Investments

Investments have been made in accordance with Council's Investment Policy.

Cash

The value of cash at bank which was included in the Cash & Investment Statement totals \$431,225.

This Cash at Bank amount has been reconciled to Council's physical Bank Statements.
 The date of completion of this reconciliation was 02 January, 2018.

Reconciliation Status

The YTD Cash & Investment figure reconciles to the actual balances held as follows:

		\$ 000's
Cash at Bank (as per bank statements)		825,854
Investments on Hand		13,989,637
less: Unpresented Cheques	(Timing Difference)	(401,855)
add: Undeposited Funds	(Timing Difference)	7,225
less: Identified Deposits (not yet accounted in Ledger)	(Require Actioning)	-
add: Identified Outflows (not yet accounted in Ledger)	(Require Actioning)	-
Reconciled Cash at Bank & Investments		14,420,862
Balance as per Review Statement:		14,420,862
Difference:		-



REPORT TO COUNCIL

Department:	Infrastructure & Regulation
Submitted by:	Director Infrastructure & Regulation
Reference/Subject:	Late Report #3 - Heritage Advisory Services Summary for February 2017

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

Goal:	3.1	To preserve, protect and renew our beautiful natural environment
Strategy:	3.1.2	Protect the shires historic buildings and sites, recognising their value to the community
Activity:	3.1.2.1	Provide heritage services and support
Action:	3.1.2.1.1	Facilitate a Heritage Advisory Service and Local heritage Assistance Fund

SUMMARY:

This report summarises the activities undertaken by Mitch McKay, Council's Heritage Advisor, on his monthly visit undertaken for February 2018. His next visit will be Tuesday, 6 March 2018.

OFFICER'S RECOMMENDATION:

That the Heritage Advisory Services Summary for February 2018 be received and noted by Council.

BACKGROUND:

The Heritage Advisory Services Summary is provided to Council for information purposes each month. The Heritage Advisor's services are offered free to all residents of Uralla Shire so as to facilitate discussion of heritage conservation within the Shire.

COUNCIL IMPLICATIONS:

- 1. Community Engagement/ Communication (per engagement strategy):**
Provide heritage advisory services to the community to recognise and promote the value of Uralla Shire's heritage.
 - 2. Policy and Regulation:**
Privacy and Personal Information Protection Act 1998
OLG Model Policy – Private and Confidential Information
 - 3. Financial (LTFP):**
Nil
-

LATE REPORTS TO COUNCIL

4. **Asset Management (AMS):**
Nil
5. **Workforce (WMS):**
Nil
6. **Legal and Risk Management:**
Nil
7. **Performance Measures:**
Nil
8. **Project Management:**
Nil

Prepared by staff member: Matt Clarkson, Manager Planning & Regulation
TRIM Reference Number:
Approved/Reviewed by Manager: Director Infrastructure & Regulation
Department: Infrastructure & Regulation
Attachments: **Confidential** Heritage Advisor Summary

LATE REPORTS TO COUNCIL

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