



Our home  
Our City Our future

OPERATIONAL PLAN  
2013-2014



# QUARTERLY REPORT

## October 2013 – December 2013

## THE INTEGRATED PLANNING AND REPORTING FRAMEWORK

The Local Government Integrated Planning and Reporting (IPR) Framework aims to ensure a more sustainable Local Government sector. All NSW Councils are required to develop a Community Strategic Plan (10 years) along with a Delivery Program (4 years) and Operational Plan (1 year). These documents are informed by a Resourcing Strategy (10 years) that is made up of a Long Term Financial Plan, Asset Management Strategy, Asset Management Plans, Workforce Management Plan.



Figure 1: IPR Framework

In order to achieve the integration envisaged by the IPR framework, there is an alignment between the Fairfield City Plan, Resourcing Strategy, Delivery Program and the Operational Plan. This alignment is formed through the five themes identified by the community in the 2012-2022 Fairfield City Plan:

- **Theme 1: Community Wellbeing**
- **Theme 2: Places and Infrastructure**
- **Theme 3: Environmental Sustainability**
- **Theme 4: Local Economy and Employment**
- **Theme 5: Good Governance and Leadership**

The Delivery Program details the initiatives, programs and services Council will undertake during its term of office to help achieve the community outcomes identified in the Fairfield City Plan.

The 2013-2014 Operational Plan is a sub plan of the Delivery Program which outlines the initiatives, major programs and services which are to be undertaken during the financial year. It also includes the budget details for the year. Accordingly, this quarterly report focuses on the 2013-2014 Operational Plan implementation period of October 2013 to December 2013. This report will be publicly available and will be included in Council's Business Paper.

Developed by the Integrated Planning and Reporting Unit (2013)

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## 1. INTRODUCTION TO THE QUARTERLY REPORT

Fairfield City Council's 2013-2014 Operational Plan details the services, major programs and initiatives Council will complete in order to achieve the vision outlined by the community in the Fairfield City Plan 2012-2022. The Quarterly Report outlines the key achievements, and flags any issues, that have occurred in the second quarter of the financial year from October 2013 to December 2013. The latter part of this report includes a detailed financial account of Council's financial position for the quarter. All projects within this report are grouped with the theme they relate to. These themes are described below:

### THEME 1: COMMUNITY WELLBEING

Community Wellbeing relates to the quality of life we enjoy when we live, work, play, shop or visit the Fairfield City area. It's about a good relationship with our neighbours, the opportunities we have to meet our daily needs and achieve our ambitions, our sense of belonging, respect for the things we value, the support that's available when we need it, and the pride we feel in our diverse community and neighbourhoods.

### THEME 2: PLACES AND INFRASTRUCTURE

Places and infrastructure are the buildings, facilities, open space, town centres, roads, footpaths, public transport and all other built structures that we use to meet our day to day and future needs. The availability of places and infrastructure in the community enables services to be provided and therefore contributes to our wellbeing. The quality of our places and infrastructure create a first impression for visitors to our City and help shape the care and pride we take in our area.

### THEME 3: ENVIRONMENTAL SUSTAINABILITY

Our local environment and natural resources define our City and contribute to our wellbeing. In turn, our activities impact the quality and viability of many species and finite resources. Increasing awareness of environmental challenges such as climate change and water shortages has increased the pressure for protection and management of our bushland, local wildlife and waterways as well as improved design and operation of our built environment. Environmental sustainability is important at the local and global level and for the health and wellbeing of future generations.

### THEME 4: LOCAL ECONOMY AND EMPLOYMENT

The businesses and industries in Fairfield City and the surrounding areas provide goods and services as well as local employment opportunities. The shopping centres not only provide a range of products and services, they are also important meeting places and often represent the identity of their suburb. The Smithfield- Wetherill Park industrial area is one of the largest industrial estates in Australia and therefore a major employer, traffic generator and economic powerhouse. Higher than average levels of unemployment, especially youth unemployment, place increased importance on access to education and training.

### THEME 5: GOOD GOVERNANCE AND LEADERSHIP

As a democracy, we want our leaders to listen to us, represent our views with integrity and strive to achieve for the good of the community. Decision making, especially in the public sector, must be transparent, objective and accountable. Good governance and leadership ensures the community has access to information and participates in the development of policies and decisions that affect them. Across all sectors of our community we look for a high standard of ethics, justice and honesty to be reflected in the actions and behaviour of individuals, organisations, businesses and governments.

## 2. QUARTERLY PROGRESS SUMMARY

### Project Status Summary by Quarter

Figure 2 displays the status of the 314 initiatives, major programs and carry forwards for the first quarter of the financial year (October 2013-December 2013) which have been identified in the 2013-2014 Operational Plan.

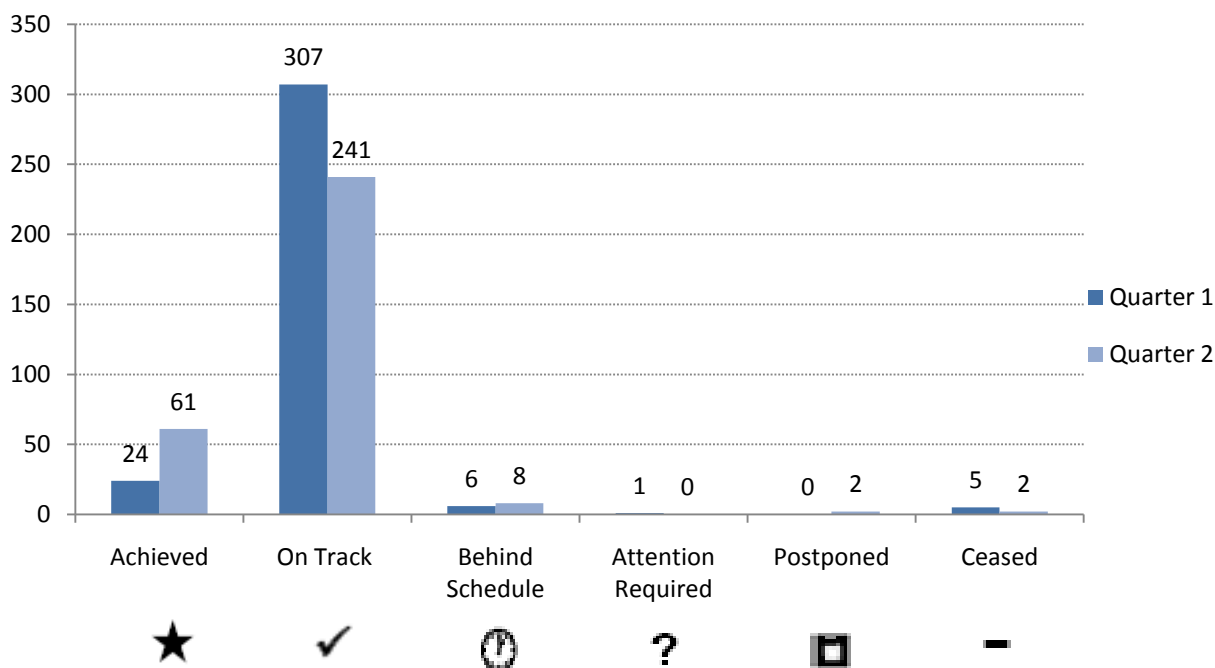





Figure 2: Status of all Initiatives, Major Programs and Carry Forwards in Quarter 2 (October 2013 – December 2013)

The status of Council's initiatives, major programs and carry forwards, to date is:

STATUS	Quarter 1	Quarter 2	Quarter 3	Quarter 4
Achieved	24	61		
On Track	307	241		
Behind Schedule	6	8		
Attention Required	1	0		
Postponed	0	2		
Ceased	5	2		
<b>TOTAL</b>	<b>343</b>	<b>314</b>		
New Projects	0	12		

### 3. EXCEPTION COMMENTS BY THEME - MAJOR PROGRAMS AND INITIATIVES

This Quarterly Report contains the detailed financial report however for the projects component it is reported as an exception report. This means that the report only identifies initiatives, major programs or carry forwards that have been completed, are behind schedule, required attention or have been postponed and ceased. The following 5 tables separate these items by theme, detail the status and include comments

THEME 1: COMMUNITY WELLBEING					
No.	Name	Responsible Group	2013/14 Budget	Status	Comments
CF1346	Bossley Park Preschool Project	Community Life	\$551,920		The design required alteration before Development Application could be lodged to accommodate separate disabled parking access. This has been completed and Development Application finalised.
R130201	Fairfield ELC Extension	Community Life	\$121,900		The design has required alteration to reflect on site building as opposed to pre-fabrication. Awaiting new plans prior to sending out for quotes. Project is expected to be completed Quarter 4.
IN14242	Whitlam Library Refurbishment	Community Life	\$60,000	★	The Carpet was installed on 25-29 November 2013. Wall art and lounges have been installed.
IN14285	Time Line Wall Fairfield City Museum	Community Life	\$80,000		At the November Outcomes Committee, Council approved an alternate location as the Fairfield City Centre Park and agreed to carry forward this project from the current Operational Plan 2013-2014 to the Operational Plan 2016-2017. Concept in development.



**Achieved**

Project is completed.



**Behind Schedule**

Project is behind schedule and expected to be delivered within agreed timeframe.



**Attention Required**

Project may not be able to be delivered.



**Postponed**

A decision has been made to postpone the project.



**Ceased**

Project is recommended not to proceed.

## THEME 2: PLACES AND INFRASTRUCTURE

No.	Name	Responsible Group	2013/14 Budget	Status	Comments
AMS01	Updating financial and asset condition tables with current information	Place Assets and Strategy		★	Completed as part of the Strategic Asset Management Plan.
IN14304	Bus Shelter at Brenan Park with a footpath	Place Assets and Strategy	\$20,000	★	New Bus Shelter complete at the Brenan Street site.
CF1312	Construction of a new Car park at 44 Derby Street, Canley Heights	Infrastructure Operations	\$427,000	★	Construction completed in Quarter 2.
CF1314	Upgrade works to Air Conditioning System at the Administration Centre - Chiller	Asset Management – Civil and Built	\$200,000	★	New chiller unit installed and commissioned as scheduled.
CF1317	Rumbiah Hall, Canley Heights Community Centre	Major Projects and Program Management	\$113,206	★	Site building works completed.
CF1318	Canley Heights Community Centre - Fit out	Infrastructure Operations	\$21,600	★	Main fit out completed in Quarter 2.
CF1311	Construction of a new Car park in Adams Park, Canley Vale	Infrastructure Operations	\$746,000	★	Work completed in October 2013 on the construction of a car park with 54 car parking spaces.
MPBP1402	Blackspot Program - Cabramatta Road West and Hemphill Avenue, Mt Pritchard. Raised Island.	Infrastructure Operations	\$20,454	★	In order to enhance road safety, the installation of a median island, with a "stop" sign mounted on it was completed on Hemphill Avenue at its intersection with Cabramatta Road West in December 2013.
MPLTM1404	Local Area and Traffic Management Program - Coleraine Street, Fairfield. Traffic management devices.	Infrastructure Operations	\$65,000	★	Installation of traffic calming devices on Coleraine Street, Fairfield was completed in November 2013.



**Achieved**

Project is completed.



**Behind Schedule**

Project is behind schedule and expected to be delivered within agreed timeframe.



**Attention Required**

Project may not be able to be delivered.



**Postponed**

A decision has been made to postpone the project.



**Ceased**

Project is recommended not to proceed.

**THEME 2: PLACES AND INFRASTRUCTURE**

No.	Name	Responsible Group	2013/14 Budget	Status	Comments
MPPAM1402	Pedestrian Access and Mobility Plan Program - Cabramatta Road West at John Street, Cabramatta. Raised pedestrian crossing.	Infrastructure Operations	\$58,600	★	The existing marked foot crossing on Cabramatta Road West adjacent to its intersection with John Street was upgraded to a raised marked foot crossing in December 2013 to enhance pedestrian safety.
IN14302	Christmas Trees and Lighting in Horsley Park Reserve	Place, Assets and Strategy	\$12,000	★	Christmas Trees Decorated and Lighting ceremony to occur with the Christmas Carols Event on Saturday 14 December 2013.
CF1305	Whitlam Library Power Factor	Infrastructure Operations	\$7,967	—	Council report not to proceed.
MPBAR1405	Building Assets Renewal - Canley Vale Childcare Centre, Canley Vale - Refurbishment of Fitout	Infrastructure Operations	\$114,455	★	Completed in December 2013
MPFRP1407	Footpath Replacement Program - Bimbi Place: from Montgomery Road to Camira Place, Bonnyrigg. Left side - length (m) 65	Infrastructure Operations	\$8,837	★	Completed in December 2013
MPFRP1408	Footpath Replacement Program - Bimbi Place: from Camira Place to Cul-de-Sac, Bonnyrigg. Both sides - length (m) 150	Infrastructure Operations	\$20,392	★	Completed in December 2013



**Achieved**

Project is completed.



**Behind Schedule**

Project is behind schedule and expected to be delivered within agreed timeframe.



**Attention Required**

Project may not be able to be delivered.



**Postponed**

A decision has been made to postpone the project.



**Ceased**

Project is recommended not to proceed.

**THEME 2: PLACES AND INFRASTRUCTURE**

No.	Name	Responsible Group	2013/14 Budget	Status	Comments
MPFRP1409	Footpath Replacement Program - Camira Place: from Bimbi Place to Cul-de-Sac, Bonnyrigg. Both sides - length (m) 100	Infrastructure Operations	\$13,595	★	Completed in December 2013
MPFRP1414	Footpath Replacement Program - Nicholas Close: from Rayner Place to Cul-de-Sac, Bonnyrigg. Right side - length (m) 100	Infrastructure Operations	\$13,595	★	Completed in December 2013
MPFRP1418	Footpath Replacement Program - Holbrook Street: from Bega Place to Junee Place, Bossley Park. Right side - length (m) 73	Infrastructure Operations	\$9,924	★	Completed in October 2013
MPFRP1419	Footpath Replacement Program - Holbrook Street: from Yamba Close to Boronia Road, Bossley Park. Right side - length (m) 70	Infrastructure Operations	\$9,516	★	Completed in October 2013
MPFRP1420	Footpath Replacement Program - Holbrook Street: from Restwell Road to Boronia Road, Bossley Park. Left side - length (m) 200	Infrastructure Operations	\$29,885	★	Completed in October 2013



**Achieved**

Project is completed.



**Behind Schedule**

Project is behind schedule and expected to be delivered within agreed timeframe.



**Attention Required**

Project may not be able to be delivered.



**Postponed**

A decision has been made to postpone the project.



**Ceased**

Project is recommended not to proceed.

**THEME 2: PLACES AND INFRASTRUCTURE**

No.	Name	Responsible Group	2013/14 Budget	Status	Comments
MPFRP1421	Footpath Replacement Program - Kokoda Place: from Bougainville Avenue to Cul-de-Sac, Bossley Park. Left side – length (m) 60	Infrastructure Operations	\$8,157	★	Completed in October 2013
MPFRP1422	Footpath Replacement Program - Bougainville Avenue: from Quarry Road to Gazi Close, Bossley Park. Left side - length (m) 60	Infrastructure Operations	\$8,157	★	Completed in December 2013
MPFRP1423	Footpath Replacement Program - Mimosa Road: from Polding Street to Dandenong Road, Bossley Park. Right side - length (m) 60	Infrastructure Operations	\$8,157	★	Completed in November 2013
MPFRP1424	Footpath Replacement Program - Mimosa Road: from Prairie Vale Road to Salter Crescent, Bossley Park. Left side – length (m) 200	Infrastructure Operations	\$27,189	★	Completed in November 2013
MPFRP1425	Footpath Replacement Program - Moree Place: from Glen Logan Road to Cul-de-Sac, Bossley Park. Right side - length (m) 12	Infrastructure Operations	\$1,631	★	Completed in November 2013



**Achieved**

Project is completed.



**Behind Schedule**

Project is behind schedule and expected to be delivered within agreed timeframe.



**Attention Required**

Project may not be able to be delivered.



**Postponed**

A decision has been made to postpone the project.



**Ceased**

Project is recommended not to proceed.

**THEME 2: PLACES AND INFRASTRUCTURE**

No.	Name	Responsible Group	2013/14 Budget	Status	Comments
MPFRP1426	Footpath Replacement Program - Serpentine Street: from Quarry Road to Lachlan Street, Bossley Park. Left side - length (m) 30	Infrastructure Operations	\$4,078	★	Completed in December 2013
MPFRP1427	Footpath Replacement Program - Yakima Avenue: from Navaho Street to Ute Place, Bossley Park. Right side - length (m) 50	Infrastructure Operations	\$6,795	★	Completed in December 2013
MPFRP1428	Footpath Replacement Program - Ute Place: from Yakima Avenue to Cul-de-Sac, Bossley Park. Both sides - length (m) 60	Infrastructure Operations	\$8,157	★	Completed in December 2013
MPNFC1402	New Footpath Construction Program - McBurney Road: From St Johns Road to House Number 133, Cabramatta West. Left side - length (m) 171	Infrastructure Operations	\$16,910	★	Completed in November 2013
MPNFC1406	New Footpath Construction Program - Liverpool Street: from National Street to Lovoni Street, Cabramatta. Right side - length (m) 417	Infrastructure Operations	\$41,235	★	Completed in December 2013



**Achieved**

Project is completed.



**Behind Schedule**

Project is behind schedule and expected to be delivered within agreed timeframe.



**Attention Required**

Project may not be able to be delivered.



**Postponed**

A decision has been made to postpone the project.



**Ceased**

Project is recommended not to proceed.

**THEME 2: PLACES AND INFRASTRUCTURE**

No.	Name	Responsible Group	2013/14 Budget	Status	Comments
MPNFC1407	New Footpath Construction Program- Liverpool Street: from Lovoni Street to Hume Highway, Cabramatta. Left side - length (m) 38	Infrastructure Operations	\$3,760	★	Completed in December 2013
MPNFC1413	New Footpath Construction Program- Utzon Road: from Satara Avenue to Sydney Luker Road, Cabramatta West. Left side - length (m) 295	Infrastructure Operations	\$29,170	★	Completed in November 2013
MPNFC1422	New Footpath Construction Program - Satara Avenue: from Sydney Luker Road to John Street, Cabramatta West. Right side - length (m) 479	Infrastructure Operations	\$47,370	★	Completed in November 2013
MPRR1402	Road Rehabilitation - Bond Street: from Toohey Road to Toohey Road. Base Replacement and Mill & Resheet	Infrastructure Operations	\$328,900	★	Completed in October 2013
MPRR1405	Road Rehabilitation - Ascot Street: from St Johns Road to Kiora Street. Resealing	Infrastructure Operations	\$29,280	★	Completed in October 2013



**Achieved**

Project is completed.



**Behind Schedule**

Project is behind schedule and expected to be delivered within agreed timeframe.



**Attention Required**

Project may not be able to be delivered.



**Postponed**

A decision has been made to postpone the project.



**Ceased**

Project is recommended not to proceed.

**THEME 2: PLACES AND INFRASTRUCTURE**

No.	Name	Responsible Group	2013/14 Budget	Status	Comments
MPRR1406	Road Rehabilitation - Derby Street: from St Johns Road to Kiora Street. Resealing	Infrastructure Operations	\$33,080	★	Completed in October 2013
MPRR1407	Road Rehabilitation - Peel Street: from St Johns Road to Kiora Street. Resealing	Infrastructure Operations	\$41,050	★	Completed in October 2013
MPRR1412	Road Rehabilitation - Kalang Road: from Cuthbert Crescent to Angle Vale Road. Asphalt Overlay	Infrastructure Operations	\$227,530	★	
MPRR1413	Road Rehabilitation - Chelsea Drive: from House Number 53 to Abel Street. Asphalt Overlay	Infrastructure Operations	\$14,160	★	Completed in October 2013
MPRR1414	Road Rehabilitation - Abel Street: from Dead End to Chelsea Drive. Asphalt Overlay	Infrastructure Operations	\$13,550	★	Completed in October 2013
MPRR1415	Road Rehabilitation - May Street from Diprose Street to Cul- De-Sac, Asphalt Overlay	Infrastructure Operations	\$53,895	★	Completed in November 2013
MPRR1419	Road Rehabilitation - Arundel Street: from The Horsley Drive to House Number 87. Resealing	Infrastructure Operations	\$67,030	🕒	The project has been delayed due to Sydney Water infrastructure upgrading works



**Achieved**

Project is completed.



**Behind Schedule**

Project is behind schedule and expected to be delivered within agreed timeframe.



**Attention Required**

Project may not be able to be delivered.



**Postponed**

A decision has been made to postpone the project.



**Ceased**

Project is recommended not to proceed.

**THEME 2: PLACES AND INFRASTRUCTURE**

No.	Name	Responsible Group	2013/14 Budget	Status	Comments
MPRR1420	Road Rehabilitation - Auckland Street: from Gloucester Street to Petersham Street. Asphalt Overlay	Infrastructure Operations	\$66,310	★	Completed in December 2013
MPRR1421	Road Rehabilitation - Bauer Road: from Spooner Avenue to Jackson Place. Asphalt Overlay	Infrastructure Operations	\$43,870	★	Completed on October 2013
MPRR1427	Road Rehabilitation - Clarence Street: from Salisbury Street to Gladstone Street. Asphalt Overlay	Infrastructure Operations	\$40,980	★	Completed in December 2013
MPRR1431	Road Rehabilitation - Hemphill Avenue: from Haig Street to Pritchard Street. Asphalt Overlay	Infrastructure Operations	\$103,690	★	Completed in December 2013
MPRR1432	Road Rehabilitation - Hemphill Avenue: from Pritchard Road to Cabramatta Road. Asphalt Overlay	Infrastructure Operations	\$41,340	★	Completed in December 2013
MPRR1433	Road Rehabilitation - Henry Street: from Kay Street to Broughton Street. Asphalt Overlay	Infrastructure Operations	\$119,460	★	Completed in October 2013



**Achieved**

Project is completed.



**Behind Schedule**

Project is behind schedule and expected to be delivered within agreed timeframe.



**Attention Required**

Project may not be able to be delivered.



**Postponed**

A decision has been made to postpone the project.



**Ceased**

Project is recommended not to proceed.

**THEME 2: PLACES AND INFRASTRUCTURE**

No.	Name	Responsible Group	2013/14 Budget	Status	Comments
MPRR1435	Road Rehabilitation - Koonoona Avenue: from The Horsley Drive to Karella Avenue. Asphalt Overlay	Infrastructure Operations	\$121,470	★	Completed in October 2013
MPRR1436	Road Rehabilitation - Lily Street: from Price Street to Langland Street. Asphalt Overlay	Infrastructure Operations	\$78,390	★	Completed in December 2013
MPRR1437	Road Rehabilitation - Margaret Street: from Maud Street to The Boulevard. Cement Stabilisation	Infrastructure Operations	\$258,790	★	Completed in October 2013
MPRR1452	Road Rehabilitation- Sromlo Street: from House Number 5 to House Number 11. Cement Stabilisation	Infrastructure Operations	\$95,400	★	Completed in December 2013
MPRR1453	Road Rehabilitation - The Promenade: from Morven Street to Woodville Road. Asphalt Overlay	Infrastructure Operations	\$101,300	★	Completed in October 2013



**Achieved**

Project is completed.



**Behind Schedule**

Project is behind schedule and expected to be delivered within agreed timeframe.



**Attention Required**

Project may not be able to be delivered.



**Postponed**

A decision has been made to postpone the project.



**Ceased**

Project is recommended not to proceed.

**THEME 3: ENVIRONMENTAL SUSTAINABILITY**

No.	Name	Responsible Group	2013/14 Budget	Status	Comments
MPFMP1411	Flood Mitigation Program - Flood Education and Awareness. City Wide. Actions to improve community flood awareness and resilience	Place, Assets and Strategy	\$30,000	—	Council was formally advised that its grant funding application for this project was unsuccessful. The project has ceased for 2013/14.
MPESMP1405	Existing Stormwater Management Program - Investigation and design of bank stabilisation works on Green Valley Creek. Chelsea Drive, Canley Heights	Place, Assets and Strategy	\$75,000	□	This project, that was specific to one site on Green Valley Creek and that was due to commence in early 2014, is to be integrated into the project for the entire Green Valley Creek, scheduled for 2014/15.
MPSLP1410	Stormwater Levy Program - Rehabilitation of Orphan School Creek. Avoca Rd to Cumberland Hwy, Canley Heights. Stabilise creek bank with reduced risk of erosion and improved biodiversity and amenity	Place, Assets and Strategy	\$750,000	🕒	Detail design documentation has been delayed due to design issues with tendering for construction in the third quarter.
MPSLP1412	Stormwater Levy Program - Construction of three gross pollutant traps. Hassall Street, Wetherill Park; Chifley Street, Smithfield; Burdett Street, Canley Heights. Improved water quality	Place, Assets and Strategy	\$820,000	🕒	Delays have occurred in completing the environmental impact assessment. Tendering for construction will commence in the third quarter.



**Achieved**

Project is completed.



**Behind Schedule**

Project is behind schedule and expected to be delivered within agreed timeframe.



**Attention Required**

Project may not be able to be delivered.



**Postponed**

A decision has been made to postpone the project.



**Ceased**

Project is recommended not to proceed.

**THEME 3: ENVIRONMENTAL SUSTAINABILITY**

No.	Name	Responsible Group	2013/14 Budget	Status	Comments
MPWSIP1406	Waste and Sustainability Improvement Payment (WaSIP) Program - Chemical Waste Collection Program. Initiative offers residents opportunity to dispose of chemical waste in an environmentally safe manner. Saturday, 21/9/13	Waste Education and Environmental Sustainability	\$90,000	★	The annual chemical waste collection was held at Council's Cardwell Street Works Depot on Saturday, 11 October 2013. There were 712 vehicles dropping off a total 30.47 tonnes of chemical waste.



**Achieved**

Project is completed.



**Behind Schedule**

Project is behind schedule and expected to be delivered within agreed timeframe.



**Attention Required**

Project may not be able to be delivered.



**Postponed**

A decision has been made to postpone the project.



**Ceased**

Project is recommended not to proceed.

**THEME 4: LOCAL ECONOMY AND EMPLOYMENT**

No.	Name	Responsible Group	2013/14 Budget	Status	Comments
IN14300	Fairfield City Centre Sydney Good Food Month - Latin American Festival	Place, Assets and Strategy	\$25,000	★	Culinary Carnival - Spanish and Latin American Festival delivered on 19 October 2014.



**Achieved**

Project is completed.



**Behind Schedule**

Project is behind schedule and expected to be delivered within agreed timeframe.



**Attention Required**

Project may not be able to be delivered.



**Postponed**




A decision has been made to postpone the project.



**Ceased**

Project is recommended not to proceed.

**THEME 5: GOOD GOVERNANCE AND LEADERSHIP**

No.	Name	Responsible Group	2013/14 Budget	Status	Comments
IN14292	Sub Division of 117a Wetherill Street, Wetherill Park	Place, Assets and Strategy	\$705,000		This project is delayed due to a zoning issue which is currently being reviewed by the Planning Department.
IN14293	Sub Division of 45-49 Diamond Crescent, Bonnyrigg	Place, Assets and Strategy	\$3,170,000		Development Application has been deferred subject to further investigations responding to issues raised by the Independent Development Assessment Committee.
LTFP03	Options for Property Development Fund	Place, Assets and Strategy		★	Direction briefings to Councillors are now complete. Individual projects will be approved by Council as they progress by relevant Council reports and processes.
LTFP04	Diamond Crescent Subdivision - Property Development Fund	Place, Assets and Strategy			Development Application has been deferred subject to further investigations responding to issues raised by the Independent Development Assessment Committee.
CF1338	Accounts Payable Scanning Project	Financial Operations	\$49,600	★	Accounts Payable Scanning Project is in operation. The system is being monitored and minor changes are being made when required.
CF1342	Waste Services Heavy Plant Replacement	Procurement, Fleet and Stores	\$240,000	★	2 New side loading garbage trucks have been purchased.
CF1344	Waste Services Street Cleaning Plant Replacement	Procurement, Fleet and Stores	\$285,300	★	2 new street cleaning specialist utility vehicles have been purchased.
CF1343	Works Plant Replacement	Infrastructure Operations	\$272,000	★	The new plant has been commissioned into the workplace.



**Achieved**

Project is completed.



**Behind Schedule**

Project is behind schedule and expected to be delivered within agreed timeframe.



**Attention Required**

Project may not be able to be delivered.



**Postponed**

A decision has been made to postpone the project.



**Ceased**

Project is recommended not to proceed.

**THEME 5: GOOD GOVERNANCE AND LEADERSHIP**

No.	Name	Responsible Group	2013/14 Budget	Status	Comments
CF1339	Email System Upgrade	Information Management and Services	\$70,000	★	This project is completed. All users are migrated to MS Exchange. The Groupwise Email system is running in parallel for the purpose of maintaining backups and will be shut down by February 2014.
LTFP07	Organisational Restructure	Financial Management		★	



**Achieved**

Project is completed.



**Behind Schedule**

Project is behind schedule and expected to be delivered within agreed timeframe.



**Attention Required**

Project may not be able to be delivered.



**Postponed**

A decision has been made to postpone the project.



**Ceased**

Project is recommended not to proceed.

## 4. QUARTERLY BUDGET REVIEW STATEMENT

### Introduction

The Quarterly Budget Review Statement report provides Council's financial position for the quarter ending 31<sup>st</sup> December 2013. It includes:

1. Statement by the Responsible Accounting Officer on Council's Financial Position
2. Interim Income and Expenditure Budget Review
3. Interim Capital Budget Review
4. Interim Cash and Investment Budget Review
5. Interim Key Performance Indicators Budget review
6. Contracts and Other Expenses Budget Review

## **1. Statement by the Responsible Accounting Officer**

The purpose of the Responsible Accounting Officer (RAO) considering council's financial position with regard to the original estimate of income and expenditure (original budget) is to assess whether or not council's projected year end result as at the end of each quarter has any likely impact on council's estimated financial position as determined in its Operational Plan. The RAO provides assurance of a satisfactory financial position and any remedial action if unsatisfactory.

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 Fairfield City Council for the quarter ended 31 December 2013 indicates that Council's financial position is satisfactory at year end, having regard to the income and expenditure and the budgeted income and expenditure".*

Signed:

Date: 11 February 2014

*Tony Smith*

Responsible Accounting Officer

## **2. Income and Expenditure Budget Review**

### **Overall Position**

Council's operating result (excluding capital grants and contributions) as at end of December 2013 is a surplus of \$0.459m compared to December Year-to-date budgeted deficit of \$0.402m. The key components that have contributed to the change in operating position are explained below.

### **Revenue**

The revenue from continuing operations (i.e. including Capital Grants and Contributions) is \$76.077m against budget of \$76.921m. The major variances are as follows.

#### User Fees & Charges

The User Fees & Charges is \$8.329m compared to budget of \$8.059m. The major impact on the favourable variance is from \$0.226m return of capital to members for funds in excess of Westpool 150% capital adequacy ratio.

#### Interest & Investment Income

The Interest & Investment Income is \$1.991 compared to budget of \$1.700m. The favourable variance is due to a positive impact on fair value of investments. The volume of funds invested and interest rate earned are trending close to budget.

#### Other Income & Revenue

The Other Income & Revenue category is \$6.127m compared to year to date budget of \$5.430m. Major variances are noted from Fines, Recycling and Car Park income.

A favourable variance of \$0.476m is noted in Fines income and \$0.479m in Recycling income. The remittance of the fines by the State Debt Recovery has been higher than expected. The Fines budget is based on an estimate average monthly forecast while actual receipts vary based on when fines are paid.

The favourable variance in Recycling income is due to an increase in the external sale of recycling product at the Sustainable Resource Centre.

A negative \$0.160m variance is noted in Car Park income which is a timing difference, with revenue for late December being accounted for in January 2014.

#### Grants & Contribution Operation

Grants and Contribution Operation is \$8.059m compared to budget of \$10.717m. The unfavourable variance is due to the 50% of Financial Assistance grant for 2013-14 financial year received in advance in 2012-13 financial year (\$5.600m). Should Council receive a prepayment this year for the 2014/15 year then the budget will be re-aligned and variance will be a timing issue. Should this prepayment not be forthcoming then Council's revenue in this category will reduce considerably. The cash impact on Council is negligible as advance payments were received in prior years.

#### Grants & Contribution Capital

Grants & Contribution Capital category is \$4.180m against year-to-date budget of \$3.474m. The favourable variance is due to the Section 94 – Developer Contributions.

## Expense

The total expenditure for the six months is \$71.438m compared to the budget of \$73.849m. The major variances are as follows;

### Employee Costs

Employee Cost is \$33.808m compared to budget of \$34.390m. The favourable variance is emanating from overtime, superannuation, workers compensation and uniform and protective items.. Salary and Wages are in line with budget with \$1.8m saving achieved for the 6 months to 31 December 2013.

### Leave Liability

Efforts are being made to reduce outstanding leave throughout the organisation. Council's annual leave policy (i.e. maximum accrued annual leave of 8 weeks) remains a priority. Since December 2012 Annual Leave hours have increased slightly and continues to be monitored. Long Service Leave hours outstanding have remained stable.

The Sick Leave value was decreased significantly due to the Attendance Productivity Payment Enterprise Agreement 2013. The value has been preserved as Preserved Paid Out Sick Leave (PPOS�). This outstanding balance will then be paid out as per options stipulated in the PPOS� 2013.

Sick Leave	Hours	Cost \$
June - 09	246,676	8,097,203
Sep - 10	232,506	7,958,679
June - 11	221,960	7,951,024
Mar - 12	204,188	7,598,408
June - 12	200,469	7,323,341
Mar - 2013	-	6,853,223
Jun - 2013	-	3,046,800
Sep - 2013	-	2,628,887
Dec - 2013	-	2,606,603

Annual Leave	Hours	Cost \$
June - 09	169,461	5,267,108
June - 10	162,988	5,281,258
June - 11	151,854	5,119,334
June - 12	147,294	5,096,636
Sep - 2012	150,761	5,427,916
Dec - 2012	156,797	5,670,255
Mar - 2013	141,188	5,092,099
Jun - 2013	148,877	5,345,720
Sep - 2013	153,520	5,706,173
Dec - 2013	157,979	5,880,925

Long Service Leave	Hours	Cost \$
June - 09	297,198	9,490,863
June - 10	306,367	10,157,728
June - 11	303,144	10,530,221
June - 12	298,519	10,712,869
Sep - 2012	296,937	11,049,186
Dec - 2012	295,280	11,088,463
Mar - 2013	298,346	11,179,971
Jun - 2013	298,109	11,174,998
Sep - 2013	296,466	11,512,842
Dec - 2013	297,923	11,591,606

#### Materials & Contract

The Materials and Contract expense is \$9.254m compared to budget of \$11.580m. The major variances are noted from Contract Work External, Sundry Materials and Operating Lease expenses.

The favourable variance noted in Contract Work External is due to the majority of projects (relating to drainage, stormwater and creek work) which have just commenced or are under way where expenditure has yet to be paid. Sundry Materials relate to raw materials being purchased for Sustainable Resource Centre production and this compensates with increased income shown above in Other Income & Revenue category. The favourable variance noted in Operating Lease expenses is a timing issue with full year expenditure expected to be within budget.

#### Depreciation

Due to a higher level of assets being held and the revaluation of buildings as at 30 June 2013, it is expected that on current trends the depreciation expense may exceed budget by \$3.6m by the end of the current financial year. A review supported by Councils external Auditor (Pitcher Partners) is planned for early 2014 with the view to look at this growing expense. A report to Council and any budget adjustment will be submitted following this review.

#### Other Expenses

Other Expenses is \$13.897m compared to budget of \$14.838m. It is expected that full year budget will be expended as the year progresses and projects are completed.

### **Income & Expenditure Statement and Graphs**

The Councils Income and Expenditure statement as at end of quarter two appears on the next page. This is followed by two graphs; the Cumulative Monthly Total Revenue and Cumulative Monthly Total Expenditure. These graphs indicate the trend and comparisons of the Councils income and expenditure.

Income & Expenditure Statement

FAIRFIELD CITY COUNCIL

Budget review for the 6 month period ended 31 December, 2013

Favourable Variance

Unfavourable variance between 0 and 10%

Unfavourable variance greater than 10%

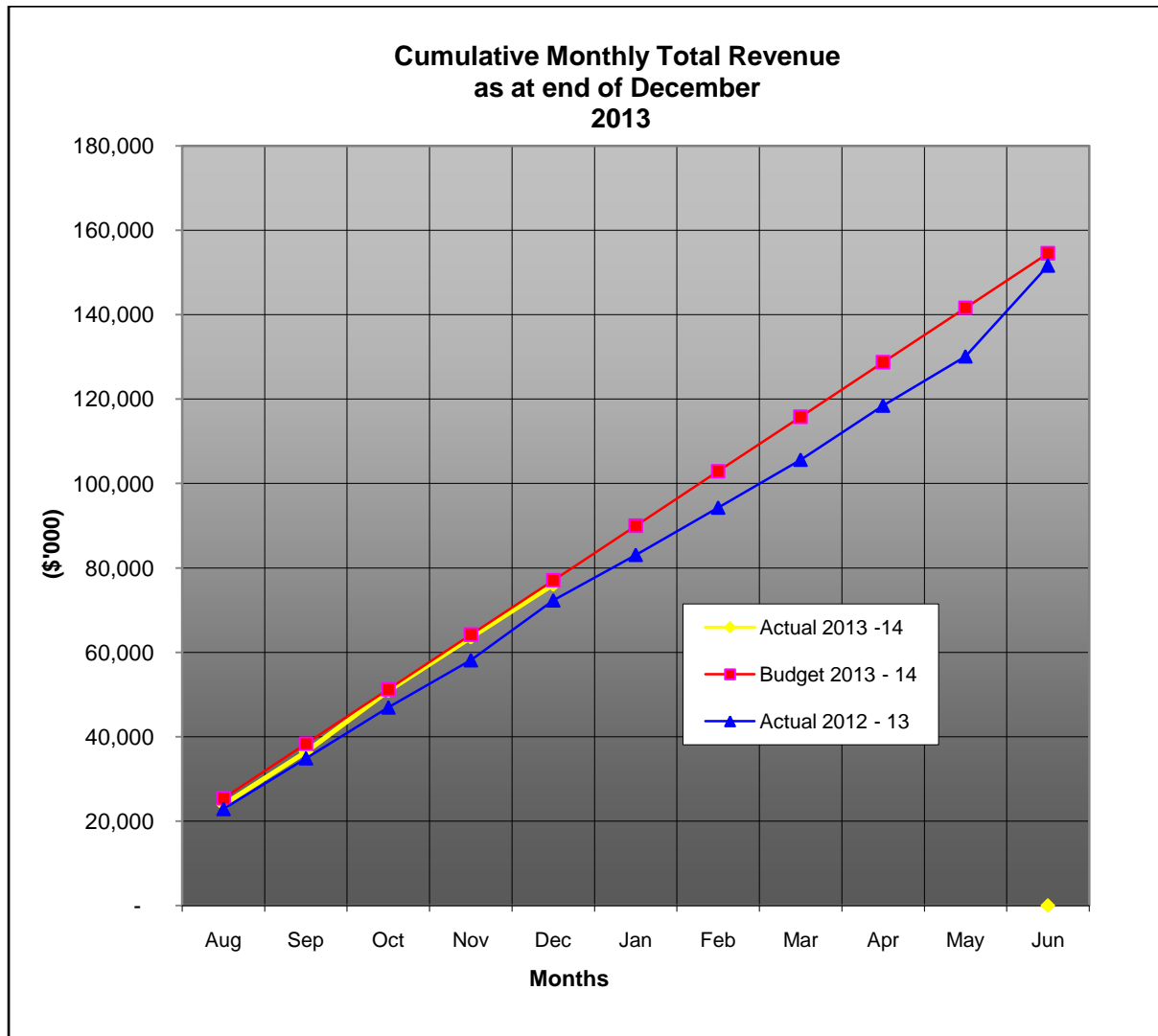
	Full Financial Year 2013-2014					6 month period ended - 31 December 2013			
	Original Budget 2013/14 \$000's	Approved Changes			Projected Year End Result 2013/14 \$000's	Actual \$000's	Projected Budget with Changes \$000's	Variance \$000's	Variance (%)
		Sept. 2013 Review \$000's	Dec. 2013 Review \$000's	Mar. 2014 Review \$000's					
<b>Income from Continuing Operations</b>									
Ordinary Rates	69,204				69,204	34,504	34,602	-98	-0.3
Domestic Waste	24,279				24,279	12,134	12,139	-5	0.0
Drainage Stormwater Levy	1,600				1,600	753	800	-47	-5.9
User Charges and Fees	16,119				16,119	8,329	8,059	270	3.4
Interest & Investment Income	3,400				3,400	1,991	1,700	291	17.1
Other Revenue	11,511		-130		11,381	6,127	5,430	697	12.8
Grant & Contribution - Operations	21,358	187			21,545	8,059	10,717	-2,658	-24.8
Grant & Contribution - Capital	7,149		-711		6,438	4,180	3,474	706	20.3
<b>Total Income from continuing operations</b>	<b>154,620</b>	<b>187</b>	<b>-841</b>	<b>0</b>	<b>153,966</b>	<b>76,077</b>	<b>76,921</b>	<b>-844</b>	<b>-1.1</b>
<b>Expenses from Continuing Operations</b>									
Employee Costs	67,260	562	95		67,917	33,808	34,390	582	1.7
Debt Servicing Costs	132				132	72	66	-6	-9.1
Materials & Contracts	22,923	-116	-67		22,740	9,254	11,580	2,326	20.1
Depreciation, Amortisation & Impairment	25,981				25,981	14,407	12,975	-1,432	-11.0
Other Expenses	29,773	624			30,397	13,897	14,838	941	6.3
<b>Total Expenses from continuing operations</b>	<b>146,070</b>	<b>1,070</b>	<b>28</b>	<b>0</b>	<b>147,168</b>	<b>71,438</b>	<b>73,849</b>	<b>2,411</b>	<b>3.3</b>
<b>Operating Surplus/(Deficit)</b>	<b>8,550</b>	<b>-883</b>	<b>-869</b>		<b>6,798</b>	<b>4,639</b>	<b>3,072</b>	<b>1,567</b>	
<b>Less: Grant &amp; Contribution - Capital</b>	<b>7,149</b>	<b>0</b>	<b>-711</b>	<b>0</b>	<b>6,438</b>	<b>4,180</b>	<b>3,474</b>	<b>706</b>	
<b>Net Operating Surplus/(Deficit) before capital income</b>	<b>1,401</b>	<b>-883</b>	<b>-158</b>	<b>0</b>	<b>360</b>	<b>459</b>	<b>-402</b>	<b>861</b>	

Note: For detail of December 2013 Review column refer to Section 5 of this Quarterly Budget Review Statement.

## INCOME AND EXPENDITURE BUDGET REVIEW

### Cumulative Monthly Total Revenue

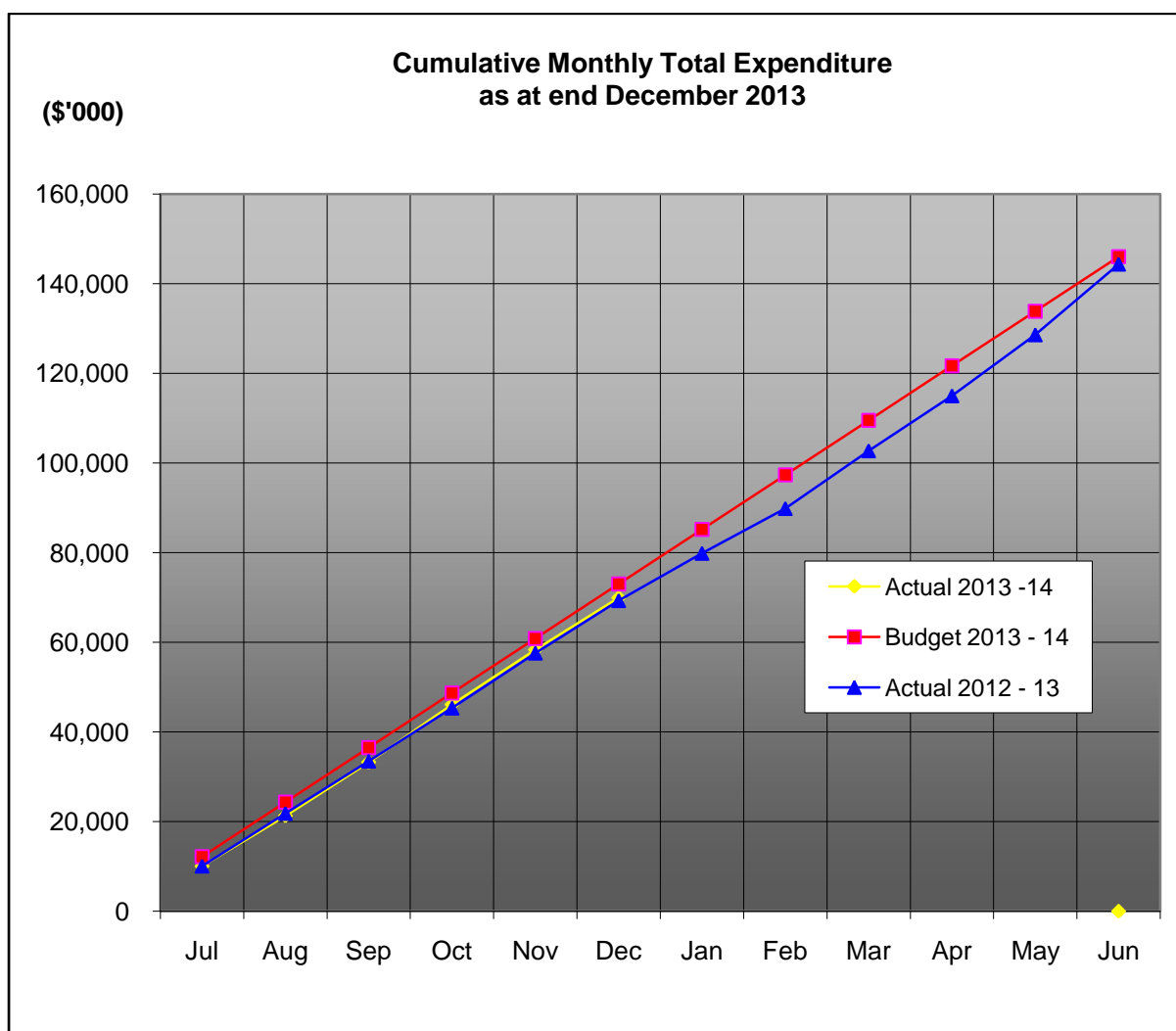
The following graph indicates the cumulative monthly actual total revenue for the whole 2012/13 financial year (blue), the 2013/14 cumulative revised monthly budgeted total revenue (Red) and the actual year to date result to December 2013 (yellow). The graph indicates that the actual revenue is below budget.



## INCOME AND EXPENDITURE BUDGET REVIEW

### Cumulative Monthly Total Expenditure

Similarly, the following graph indicates monthly expenditure on a cumulative basis. It graphs three separate sets of figures. The first is the actual expense for the financial year 2012/13 (blue). The second is the cumulative revised budgeted expense for the financial year 2013/14 (red), and the third is the actual year-to-date expenditure to December 2013 (yellow). As can be seen, the current year's expenditure is trending below budget and last year actual. This will increase as projects are completed and payments finalised.



### 3. Capital Budget Review

The following Capital Budget Review Statement shows

- I. The recommended changes for second quarter that are detailed in the following pages amounting to \$1.432m.
- II. Actual expenditure to date of \$14.020m
- III. Revised budget of \$50.475m with inclusion of carry forward projects.

#### Capital Budget Review Statement

#### FAIRFIELD CITY COUNCIL

Budget review for the 6 month period ended 31 December, 2013

	Full Financial Year 2013-2014					6 month period ended - 31 December 2013		
	Original Budget Year 2013/14 \$000's	Approved Changes			Revised Budget 2013/14 \$000's	Actual 2013/14 \$000's	Revised Budget 2013/14 \$000's	Variance 2013/14 \$000's
		Sept. 2013 Review \$000's	Dec. 2013 Review \$000's	Mar. 2014 Review \$000's				
<b>Capital Funding</b>								
Rates and other untied funding	12,735	1,886	54		14,675	9,019	14,675	-5,656
Capital Grants	5,963				5,963	1,434	5,963	-4,529
Capital Contributions	1,185				1,185	2,746	1,185	1,561
Sale Proceeds	16,831				16,831	449	16,831	-16,382
Transfers to/from Grants	1,475	1,182	1,339		3,996	0	3,996	-3,996
Transfers to/from S94	2,051	785			2,836	0	2,836	-2,836
Transfers - Town Centres	156	395			551	0	551	-551
Transfers - Other Reserves	1,435	2,964	39		4,438	372	4,438	-4,066
<b>Total Capital Funding</b>	<b>41,831</b>	<b>7,212</b>	<b>1,432</b>	<b>0</b>	<b>50,475</b>	<b>14,020</b>	<b>50,475</b>	<b>-36,455</b>
<b>Capital Expenditure</b>								
Asset Purchases	7,057				7,057	492	7,057	-6,565
WIP - Infrastructure Assets	29,357	7,212	1,432		38,001	12,721	38,001	-25,280
Capitalised Employee Costs	3,750				3,750	122	3,750	-3,628
Capitalised Material Costs	292				292	0	292	-292
Loans Principal Repayments	1,375				1,375	685	1,375	-690
<b>Total Capital Expenditure</b>	<b>41,831</b>	<b>7,212</b>	<b>1,432</b>	<b>0</b>	<b>50,475</b>	<b>14,020</b>	<b>50,475</b>	<b>-36,455</b>

#### **4. Cash and Investment Budget Review**

The table below shows the original budgeted cash and investment position, the revised position and the actual position as at end of the quarter. It also shows the actual year end available cash position. The table below reflects that the Council has a healthy cash position at end of the second quarter of 2013-14 financial year.

##### **Cash and Investment Budget Review Statement**

##### **FAIRFIELD CITY COUNCIL**

Budget Review as at 31 December, 2013

	Projected Balances as at 31 December, 2013					Actual 31-Dec 2013 \$000's
	Original Budget \$000's	Approved Changes			Revised Budget \$000's	
		Sept. 2013 Review \$000's	Dec. 2013 Review \$000's	Mar. 2014 Review \$000's		
Unrestricted						
Unrestricted Cash and Investments	10,808	-2,549	-280		7,979	15,329
Total Unrestricted	10,808	-2,549	-280	0	7,979	15,329
Externally Restricted						
Grants	3,902	-1,087	-2,008		807	5,478
Domestic Waste	11,864				11,864	10,217
Section 94	24,078	-786			23,292	27,364
Stormwater Levy	506	-286	-115		105	1,957
Other Contributions	88				88	18
Total Externally Restricted	40,438	-2,159	-2,123	0	36,156	45,034
Internally Restricted						
Internally Restricted	39,555	-3,387	101		36,269	28,148
Total Internally Restricted	39,555	-3,387	101	0	36,269	28,148
Total Restricted	79,993	-5,546	-2,022	0	72,425	73,182
Total Cash and Investments	90,801	-8,095	-2,302		80,404	88,511
Available Cash and Investments	50,363	-5,936	-179	0	44,248	43,477

## 5. Second Quarter 2013 – 14 Budget Review

It is recommended that following Quarter Two (2) amendments to the current 2013 -14 budget be adopted by Council:

Project Title	Reason for Revision	Reported To Council	Operating		Capital		Funding Source
			Revenue	Expenses	Revenue	Expenses	
			Inc/(Dec)	Inc/(Dec)	Inc/(Dec)	Inc/(Dec)	
Community Energy Efficiency Program	Community Energy Efficiency Program Grant Application was unsuccessful therefore need to remove from budget				(711,288)		Grants
Car Park Refurbishment – Light Fittings	Community Energy Efficiency Program Grant Application was unsuccessful therefore need to remove from budget					(122,000)	Grants
Community Halls LED Lighting	Community Energy Efficiency Program Grant Application was unsuccessful therefore need to remove from budget					(45,300)	Grants
Solar Hot Water Council Building	Grant from Local Government Energy Efficiency Program to complete solar hot water installation. This project commenced in 2012/13 and will be completed in 2013/14. This review is to adjust budget to the level required to complete the project					(63,395)	Grants
WaSIP Grant Funding	Refer to page 3 of Outcomes Committee report for detail.			59,865		1,467,222	Unspent WaSIP Grant
Flood Mitigation Program	Refer to Page 3 & 4 of the Outcomes Committee Report.			(102,245)		102,245	Grants
Existing Stormwater Program	Refer to Page 4 of the Outcomes Committee Report for detail.					(3,117)	
Stormwater Levy Program	Refer to Page 4 of the Outcomes Committee Report for detail.			(25,000)		140,192	Stormwater Levy Reserve

Project Title	Reason for Revision	Reported To Council	Operating		Capital		Funding Source
			Revenue	Expenses	Revenue	Expenses	
			Inc/(Dec)	Inc/(Dec)	Inc/(Dec)	Inc/(Dec)	
Park Improvement Program	Reallocation of funds for Park Improvement Program	10/12/2013				(101,000)	Major Projects Reserve
Parks Operations	Correcting target income for various FCC Parks.		56,043				General
Telecom Rental Income	Correction of Telecom rental income budget that was duplicated		(186,432)				General
New Employee - City Development Group	New employee permanent full time with vehicle (Development Engineer)			95,000			General
Accessible Toilet Upgrade	To meet legislation requirement for temporary disabled persons					37,400	General
CCTV	Replace various failed and ageing CCTV equipment.					20,000	General
	<b>Total</b>		<b>(130,389)</b>	<b>27,620</b>	<b>(711,288)</b>	<b>1,432,247</b>	

<b>CASHFLOW IMPACT AS PER 2ND QTR BUDGET REVIEW (ABOVE)</b>	<b>\$,000</b>
<b>General Unrestricted</b>	(280)
<b>Internal Restriction</b>	
Reserve - Major Projects	101
<b>External Restriction</b>	
Grants - WaSIP	(1,527)
Grants - Other	(481)
Stormwater Levy	(115)
<b>Total External Restriction</b>	(2,123)
<b>Net Cash Outflow</b>	<b>(2,302)</b>

## 6. Key Performance Indicators Budget review

Key financial indicators and principles were adopted in the Long Term Financial Plan to ensure Council achieves a sustainable financial position over the next 10 years. This section of the Quarterly Report provides details regarding Council's performance against these targets. As at the end of the last quarter, most of Council's indicators are better than industry benchmarks and within targets set in the Long Term Financial Plan.

Financial Sustainability Indicators					
Indicator 1    Operating Surplus/(Deficit) Ratio					
	Principle	Council is to maintain an operating surplus position. Impact on the overall Council operating surplus should be considered with all financial decisions.			
	Target	An operating surplus of about 3.0% of own sourced income achieved and sustained by 2013/14			
	Result	2013/14	6 Months	0.72%	<b>Comment:</b> The first 6 months is an operating surplus of \$0.459m. Full year surplus of \$1.4m is forecasted.
		2012/13	Full Year	1.31%	
	2011/12	Full Year	4.83%		
Indicator 2    Gearing Ratio (Net Financial Liabilities Ratio)					
	Principle	Fairfield City Council looks to increase its gearing by taking opportunities to fund its capital purchases (new and replacement) and capital renewals through loan borrowings subject to maintenance of operating surpluses.			
	Target	Maximum 20% (currently less than 3%) with increases subject to maintenance of operating surpluses.			
	Result	2013/14	6 Months	1.31%	<b>Comment:</b> Indebtedness stable at a low level.
		2012/13	Full Year	1.31%	
	2011/12	Full Year	1.61%		
Indicator 3    Net Interest Cover Ratio					
	Principle	Increases in debt burden will be considered provided it does not result in an operating deficit.			
	Target	No target - only to increase if operating surplus maintained. 100% means that interest income exceeds interest expense and Council is a net lender.			
	Result	2013/14	6 Months	100%	<b>Comment:</b> Council is a net lender.
		2012/13	Full Year	100%	
	2011/12	Full Year	100%		
Indicator 4    Net Borrowing Ratio					
	Principle	Increases in net borrowing ratio will be considered provided it does not result in an operating deficit.			
	Target	No target - only to increase if operating surplus maintained.			
	Result	2013/14	6 Months	0.14%	The net borrowing is marginal in comparison to the Capital (Net Worth) of the Council.
		2012/13	Full Year	0.18%	
	2011/12	Full Year	0.27%		
Indicator 5    Infrastructure Asset Renewal/Replacement Ratio					
	Principle	Council's annual renewal/replacement expenditure should at least equal its annual depreciation expense until and unless specific asset management plans provide evidence of a more accurate ratio.			
	Target	1:1 ratio			
	Result	2013/14	6 Months	0.74:1	<b>Comment:</b> This result indicates that the overall renewals are close to target of 1.0. A review of the depreciation expense supported by Councils external Auditor (Pitcher Partners) is planned for early 2014. A report to Council will be submitted following this review.
		2012/13	Full Year	0.79:1	
	2011/12	Full Year	0.77:1		

Financial Sustainability Indicators (cont'd)									
Indicator 6    Unrestricted Current Ratio									
	Principle	Council must maintain sufficient liquid assets to pay its commitments when due and payable.							
	Target	above 2:1 ratio							
	Result	2013/14	6 Months	2.27:1	<b>Comment:</b> This indicator measures Council's ability to pay its commitments as and when due. The result indicates that Council is maintaining liquidity and has sufficient funds to pay its bills.				
		2012/13	Full Year	2.31:1					
2011/12		Full Year	2.94:1						
Indicator 7    Sources of Ordinary Revenue									
	Principle	Changes to the distribution of revenue will be considered in conjunction with Council's position concerning the tax burden for residents.							
	Target	No target - but comparitives and trends considered.							
	Result	Category of Ordinary Revenue	Group 3 Councils 2010/11	Fairfield City Council					
				31st December 2013 \$'000's	%	30th June 2013 \$'000's	%	30th June 2012 \$'000's	%
		Rates and Annual Charges	57%	47,391	61%	90,994	58%	86,425	57%
		User Charges and Fees	11%	8,329	11%	16,845	11%	15,860	11%
		Interest	4%	1,991	3%	3,927	5%	5,336	4%
		Grants	11%	7,708	10%	21,812	17%	25,323	17%
		Contributions	11%	4,531	7%	6,183	3%	4,813	5%
		Other Revenue	6%	6,127	8%	12,149	6%	8,919	6%
	<b>Total</b>	100%	76,077	100%	151,910	100%	146,676	100%	
	<b>Comment:</b> This indicator tracks the trend in Council's major revenue categories. The revenue distribution is expected to trend towards the past years experience.								
	Indicator 8    Dissection of Expenses from Continuing Operations								
		Principle	Changes to the level and distribution of expenses will be considered in conjunction with major decisions concerning service and efficiency levels.						
Target		No target - but comparitives and trends considered.							
Result		Category of Expenses from Continuing Operations	Group 3 Councils 2010/11	Fairfield City Council					
				31st December 2013 \$'000's	%	30th June 2013 \$'000's	%	30th June 2012 \$'000's	%
		Employee Costs	43%	33,808	48%	63,573	46%	62,212	46%
		Materials and Contracts	23%	9,254	13%	23,696	15%	20,112	16%
		Borrowing Costs	1%	72	0%	226	0%	377	1%
		Depreciation	17%	14,407	19%	25,432	18%	24,574	17%
		Impairment	0%		0%		0%		0%
		Other Expenses	16%	13,897	20%	30,510	21%	27,816	20%
<b>Total</b>		100%	71,438	100%	143,437	100%	135,091	100%	
<b>Comment:</b> This indicator tracks the trend in Council's major expenditure categories. The expenditure distribution is expected to trend towards the past years experience.									

Other Indicators					
Indicator A    Asset Maintenance/Maintenance Required					
	Principle	Compares the maintenance expended against the maintenance level required to achieve the useful life of the assets			
	Target	1:1 ratio			
	Result	2013/14 2012/13 2011/12	6 Months Full Year Full Year	0.91:1 0.90:1 0.84:1	
				<b>Comment:</b> This result indicates that Council is achieving close to the benchmark of 1.0 in annual maintenance against maintenance required.	
Indicator B    Outstanding Rates, Charges & Fees					
	Principle	Compares the outstanding rates, charges and fees against total rates charges and fees annual income			
	Target	less than 5%			
	Result	2013/14	6 Months	3.72%	<b>Comment:</b> This ratio is within the benchmark. Increased use of Legal Force (Council's Recovery Agent) has achieved the ratio being within the benchmark.
		2012/13	Full Year	3.74%	
		2011/12	Full Year	3.38%	
	Results below are adjusted for ratepayers who have arrangements, including pensioners				
	Result	2013/14	6 Months	2.52%	<b>Comment:</b> As above
		2012/13	Full Year	2.36%	
2011/12		Full Year	2.34%		
Indicator C    Other Debtors Outstanding Ratio					
	Principle	Compares the outstanding Other Debtors against total invoices raised.			
	Target	less than 10%			
	Result	2013/14	6 Months	13.41%	<b>Comment:</b> Debtors Ratio is 13.41%. This is being closely monitored with the Business Manager's. A vigilant approach is been taken by Business Managers to ensure this ratio is brought down within the benchmark.
		2012/13	Full Year	13.53%	
		2011/12	Full Year	8.96%	

## **7. Contracts and Other Expenses Budget Review**

### **7a. Contracts Budget Review**

The Contracts Budget Review shows contracts entered into by Council in excess of \$50,000 which are not from Council's preferred Supplier List. The purpose is to make Councillors aware of other material contracts entered into by Council.

Fairfield City Council				
Budget review for the quarter ended - 31/12/2013				
Contracts				
Contractor	Contract detail & purpose	Contract value	Commencement date	Budgeted (Y/N)
ALLEN JACK + COTTIER ARCHITECTS PTY LTD	Architectural Consultancy Services for Fairfield Youth and Community Centre.	\$118,400	12/12/2013	Y
WAGSTAFF PILING PTY LTD	Piling work at Sustainability Resource Centre	\$66,360	14/10/2013	Y

## 7b Other Expenses Budget Review

Listed below for information is year to date expenditure for Consultancies and External Legal Fees.

For the purpose of this report, 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.

FAIRFIELD CITY COUNCIL		
Budget review for the Period ended - 31st December, 2013		
Consultancy and Legal Expenses		
Expense	Expenditure YTD \$	Budgeted (Y/N)
Consultancies	494,491	Y
Legal Fees	608,722	Y

ADOPTED - 11 FEBRUARY 2013