



MINUTES

Finance Committee

held at

Council Administration Centre
Committee Room
180 Mort Street, Lithgow

on

Thursday 22 June 2023

at 5:00 PM

ORDER OF BUSINESS

| | |
|---|----------|
| 1. Acknowledgement of Country | 3 |
| 2. Present | 3 |
| 3. Apologies | 3 |
| 4. Declaration of Interest | 3 |
| 5. Staff Reports | 3 |
| 5.1. Investment Report May 2023 | 3 |
| 5.2. Audit Action Lists | 4 |
| 5.3. Local Government Remuneration Tribunal Determination 2023 | 4 |
| 5.4. 2023/24 Budget Update..... | 5 |
| 6. General Business | 5 |
| 7. Meeting Close | 5 |

The Chairperson declared the meeting open at 5:00pm.

1. Acknowledgement of Country

Lithgow City Council acknowledges Wiradjuri Elders past and present of the Wiradjuri nation - the original custodians of the land on which the Lithgow's communities reside. The Council also extends our respects to our neighbouring nations.

2. Present

Present: Deputy Mayor Cr C Coleman (Chair), Cr E Mahony, Cr A Bryce, Cr S Lesslie.

Officers: Craig Butler (General Manager), Ross Gurney (CFIO), Jonathon Reid (Financial Services Manager).

The Deputy Mayor acted as Chair in the absence of the Mayor.

3. Apologies

Present: Cr S McGhie, Cr M Statham.

4. Declaration of Interest

There were no declarations of interest made.

5. Staff Reports

5.1. Investment Report May 2023

The CFIO presented the Investment Report for May 2023.

There was a high volume of Accounts Payable transactions in May 2023 with over \$5M in Accounts Payable transactions. There were high value transactions for natural disaster road remediation works and large scale capital works projects. The administration continues to pay close attention to managing cashflow.

Council had sufficient cash and investments at the 31 March 2023 Quarterly Budget Review to fund \$32.5M of externally restricted reserves and \$4.1M of internally restricted reserves.

The \$3.5M working capital short-term loan facility is still required to assist with managing cashflow.

ACTION / RECOMMENDATION

THAT:

1. Investments of \$37,836,207 and cash of \$2,506,547 for the period ending 31 May 2023 be noted.
2. The enclosed certificate of the Responsible Accounting Officer be noted.
3. The commentary on cashflow and funding requirements for restricted reserves be noted.

MOVED: Cr E Mahony

SECONDED: Craig Butler

CARRIED

5.2. Audit Action Lists

The committee discussed the audit actions list.

3 of 4 external audit actions have been completed.

Excess leave for staff is an ongoing action. Question raised as to the reasons for leave accumulating for staff if it wasn't due to the Covid period. CFIO advised that individual staff will be approached if their leave is excessive and a plan will be agreed for an employee to ensure they use their leave in a timely manner.

ACTION / RECOMMENDATION

THAT progress towards completing internal and external audit actions be noted by the Committee.

MOVED: Cr E Mahony

SECONDED: Craig Butler

CARRIED

5.3. Local Government Remuneration Tribunal Determination 2023

The committee discussed the report which will go to the Ordinary Meeting of Council on Monday 26 June 2023.

Under the revised Council categories, Lithgow will stay in the regional rural category.

The Tribunal determined that a 3% increase will apply to the minimum and maximum fees applicable to existing categories.

ACTION / RECOMMENDATION

That the Finance Committee note the recommendation proposed for the 26 June 2023 Council meeting.

THAT Council:

1. Set the remuneration in 2023/24 for Councillors (2022/23 is \$11,567).
2. Set the remuneration in 2023/24 for the Mayor (2022/23 is \$24,495).
3. Set the 2023/24 car lease payable by the Mayor (2022/23 is nil).

MOVED: Cr E Mahony

SECONDED: Craig Butler

CARRIED

5.4. 2023/24 Budget Update

The committee discussed the updated budget which will go to the Ordinary Meeting of Council on Monday 26 June 2023.

The CFIO presented the late report to the 26 June meeting. The CFIO advised the committee of the key updates to the draft budget and fees & charges. A question was asked about the Crown Lands adjustment and if this may apply to State Forests. The CFIO took this question on notice.

The GM advised the committee that Lithgow's rate rise is one of the lowest total rate variations in the state for those approved by IPART. Rates will align with neighboring councils.

The committee discussed the options for people to pay the increased rates and the use of the Hardship Policy.

The SRV is to help with future sustainability, to avoid cutting services and moving costs onto future generations.

The committee discussed the payments to contractors and managing claims from the natural disasters and it was confirmed that Council pays its contractors on time.

The GM would like to thank the team for all the work involved and the continuing work to come.

ACTION / RECOMMENDATION

THAT the Finance Committee note the update on the 2023/24 budget which will be reported to the 26 June 2023 Council meeting for adoption.

MOVED: Cr E Mahony

SECONDED: Craig Butler

CARRIED

6. General Business

There was nil General Business.

7. Meeting Close

There being no further business the Chairperson declared the meeting closed at 5:43pm.