



MINUTES

Finance Committee

held at

Council Administration Centre
Committee Room
180 Mort Street, Lithgow

on

Tuesday 10 October 2023

at 5:00 PM

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The Chairperson declared the meeting open at 5:17 pm.

1. Acknowledgement of Country

The Mayor acknowledged Wiradjuri Elders past and present of the Wiradjuri nation - the original custodians of the land on which the Lithgow's communities reside and extended respect to our neighbouring nations.

2. Present

Present: Mayor M Statham (Chair), Councillor S Lesslie, Councillor E Mahony, Councillor S Ring, Craig Butler, Councillor A Bryce, Deputy Mayor D Goodwin, Councillor C Coleman.

Officers: Ross Gurney - CFIO, Trinity Newton - Minutes

3. Apologies

Apologies: Council S McGhie

4. Declaration of Interest

5. Staff Reports

5.1. 2023/24 Financial Assistance Grant Allocation

The CFIO presented information on Council's advocacy to increase the Financial Assistance Grants (FAG) to more than 1% of national taxes. The CFIO also provided details of the 2023/24 FAG grant of \$6M and recent year-on-year- increases in the FAG.

ACTION / RECOMMENDATION

THAT the Finance Committee note the information provided on the 2023/24 Financial Assistance Grant allocation and Council's ongoing advocacy for a better allocation model and a fair share of FAG funding.

MOVED: Councillor S Ring

SECONDED: Councillor E Mahony

CARRIED

5.2. 2023 Inventory Stocktake Report

These CFIO stated that the 2023 Inventory Stocktake Report was provided to the September ARIC meeting. Cr Lesslie asked that the Committee be provided with a copy of the report to the ARIC.

There have been changes and improvements implemented to processes.

The Storekeeper has been diligent in ensuring that better processes are implemented to alleviate human error and inefficient store processes.

Purchasing of stock is carried out using local government procurement contracts to the extent possible.

Administration would like to establish a target to aim for levels of stock in the stores. The stocktake value of \$905K includes over \$100K of emulsion and distillate.

ACTION / RECOMMENDATION

THAT the Finance Committee note the report on the 2023 inventory stocktake.

MOVED: Councillor E Mahony

SECONDED: Councillor S Ring

CARRIED

5.3. Investment Report September 2023

The CFIO reported that, following the receipt of the advance payment of \$13.8M for completed natural disaster remediation works, working capital loan facility has been paid down by \$1M.

Details of reserves at 30 June 2023 will be reported to Council with the 2022/23 financial statements. A late grant receipt for Resources for Regions of approximately \$4M was identified for inclusion in the unexpended grants reserve which resulted in the need for an internal loan reserve of \$3.1M which has been repaid from the natural disaster works advance payment.

No further payments have been received for disaster recovery works. Meetings were held today with the external parties and further information is being sought. No further works can be carried out until authorisation has been obtained to commence work. Transport For NSW is being contacted to seek advice on the monies to be received ASAP.

ACTION / RECOMMENDATION

THAT:

1. Investments of \$54,200,000 and cash of \$468,784 for the period ending 30 September 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: Councillor S Ring

SECONDED: Councillor S Lesslie

CARRIED

5.4. Halloween 2023 Budget

The CFIO provided information on the 2023 Halloween budget and advised of a recommendation for a \$40,000 budget increase.

Cr Ring asked that the Halloween 2023 budget increase request be reported to the 23 October meeting for Council's consideration.

ACTION / RECOMMENDATION

THAT the Finance Committee:

1. Note the General Manager's recommendation of a \$40,000 budget variation for Halloween 2023 which will be funded from redirected salaries and additional sponsorship.
2. Note that the proposed budget variation will be reported to the 23 October 2023 Council meeting for approval.

MOVED: Councillor S Ring

SECONDED: Councillor E Mahony

CARRIED

5.5. Carryovers to the 2023/24 Budget

The CFIO reported on 2022/23 projects which were commenced but not fully completed prior to 30 June 2023. In response to a query from Cr Ring, the CFIO confirmed that there were no revote requests.

Committee members asked for an update on the timeline / expected completion dates for the following carryover projects:

- Glen Davis Closure & Transfer Station.
- Cullen Bullen Sewer Upgrade.

The CFIO took this query on notice.

The General Manager advised that the Cullen Bullen Sewer works are substantially complete with minimal tasks to finalise the project.

ACTION / RECOMMENDATION

THAT the Finance Committee endorse the inclusion in the 2022/23 Operational Plan of \$3,094,178 capital and \$630,025 operational carryover budgets, as detailed in the attachments.

MOVED: Councillor E Mahony

SECONDED: Councillor S Ring

CARRIED

6. General Business

The General Manager updated the Committee on new staff commencing in essential roles.

In response to a query from Cr Ring, the Committee was informed of the purchasing procedures for staff with a purchasing delegation.

Budget tracking status reports to council over a twelve month period was requested / discussed for any over or under budgeting that has occurred. Cash flow management improvements are carried out. ARIC is also reviewing financial management practices quarterly.

Negotiation with the Vale Ladies to purchase the furniture and fittings from the hall has occurred and is in the final stages.

7. Meeting Close

There being no further business the Chairperson declared the meeting closed at 5:57 pm.