

8.4.3. FIN - 24/06/19 - Costs of ALGWA Activities

Report by Chief Financial & Information Officer

Reference

Min 19-94: Ordinary Meeting of Council 29 April 2019.

Summary

This report provides information on the estimated costs associated with Cr Coleman's involvement with Australian Local Government Women's Association NSW (ALGWA) activities for the 2019/20 financial year. The ALGWA activities relate to Cr Coleman's election to the position of ALGWA NSW President.

Commentary

At the 29 April 2019 meeting, Council resolved:

19-94 RESOLVED

1. That Council support the attendance of Cr Coleman at the 2019 National ALGWA Conference in Blacktown in May
2. That the cost of attendance be funded from the \$1,750 of unspent monies from the Organisational Development budget.
- 3. A future report be provided to Council on ongoing potential costs associated with involvement in ALGWA activities.**
4. The General Manager to more closely monitor the spending and allocation of funds from the Councillor expenses and facilities budget taking into account funds allocated to each individual Councillor for example Professional Development set at \$18,000 total/year (\$2,000 each), general travel expenses \$4,500 total/year (\$500 each) etc.
5. Councillor's be provided with an email report each quarter outlining spent and remaining funds within the Councillor Expenses and Facilities budget each financial year.

Based on advice provided by Cr Coleman, the table below sets out the estimated costs for Cr Coleman's attendance at all ALGWA activities in the 2019/20 year.

ALGWA Activity 2019/20	No. of Activities	Expense Type	Basis of Cost Estimate	Total Estimated Costs
ALGWA Meetings	6	Accommodation, some meals 1-2 nights per meeting	\$200 per meeting	\$ 1,200
Annual ALGWA Conference	1	Conference registration, accommodation	\$1,800 based on cost of 2019 conference	\$ 1,800
Total estimated costs				\$ 3,000

If a Council pool vehicle is allocated to Cr Coleman for her attendance at ALGWA activities, reimbursement of travel expenses will not be required.

Cr Coleman also plans to attend the Local Government NSW Annual Conference 2019 (Warwick Farm) as a representative of Council and as President of ALGWA NSW. A separate budget will be utilised for Councillor attendance at the State and Federal local government conferences.

Cr Coleman has advised that ALGWA does not generally assist with the cost of attendance at activities for its elected representatives.

Policy Implications

Council's support for Cr Coleman's attendance at ALGWA activities is consistent with Policy 9.5 Councillor Expenses and Facilities. A vote of funds is required to supplement the 2019/20 Councillor expenses for the \$3K estimated cost of Cr Coleman's attendance at ALGWA activities.

Financial Implications

- Budget approved - 2019/20 budget - \$18,000 for Councillor professional development; \$9,500 for Councillor travel expenses.
- Cost centre - 1059
- Expended to date - nil for 2019/20.
- Future potential impact - costs of Cr Coleman's attendance at ALGWA activities has been estimated only for the 2019/20 year.

Legal and Risk Management Implications

Nil.

Attachments

Nil

Recommendation

THAT Council:

1. Note the information provided in this report on the estimated costs of Cr Coleman's attendance at ALGWA activities for the 2019/20 year.
1. Reallocate \$3,000 from the 2019/20 Governance advertising budget to supplement the 2019/20 Councillor travel expenses budget for the estimated costs of Cr Coleman's attendance at ALGWA activities.