

MINUTES

of the Finance Committee Meeting

held in

Council Chambers
Civic Centre, Elizabeth Street, Moss Vale

on

Wednesday 19 February 2020

The meeting commenced at 9.00am

File No.

MINUTES OF THE FINANCE COMMITTEE MEETING

Wednesday 19 February 2020



1. OPENING OF THE MEETING	
2. ACKNOWLEDGEMENT OF COUNTRY	
3. APOLOGIES	
Nil	
4. ADOPTION OF MINUTES OF PREVIOUS MEETING	
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MINUTES OF THE FINANCE COMMITTEE MEETING OF WINGECARRIBEE SHIRE COUNCIL HELD IN COUNCIL THEATRETT, CIVIC CENTRE, ELIZABETH STREET, MOSS VALE ON WEDNESDAY 19 FEBRUARY 2020 COMMENCING AT 9.00AM

Present: Mayor Cllr T D Gair (Chair)
Cllr G J Andrews
Cllr G Markwart
Cllr P W Nelson
Cllr I M Scandrett
Cllr G M Turland
Cllr L A C Whipper

In Attendance:	General Manager	Ms Ann Prendergast
	Deputy General Manager Operations, Finance and Risk	Mr Barry Paull
	Deputy General Manager Corporate, Strategy and Development Services	Mr Mark Pepping
	Chief Financial Officer	Mr Richard Mooney
	Group Manager Corporate and Community	Ms Danielle Lidgard
	Group Manager Project Delivery	Mr Ned Tripkovic (in part)
	Deputy Chief Financial Officer	Mr Damien Jenkins
	Chief Information Officer	Mr John Crawford
	Management Accountant	Mr Peter Dunn
	Manager Assets	Mr Stace Lewer (in part)
	Administration Officer	Ms Michelle Richardson

1. OPENING OF THE MEETING

The Mayor Cllr T D Gair opened the meeting and welcomed members of the public and the press.

2. ACKNOWLEDGEMENT OF COUNTRY

The Mayor Cllr T D Gair acknowledged country:

"I would like to acknowledge the Traditional Custodians of this land and pay my respect to Elders both past and present. I would also like to extend that respect to all Aboriginal and Torres Strait Islanders present here today."

3. APOLOGIES

There were no apologies at this Meeting.

PERS

4. ADOPTION OF MINUTES OF PREVIOUS MEETING

MINUTES OF THE FINANCE COMMITTEE MEETING HELD ON WEDNESDAY 20 NOVEMBER 2019

FC 1/20

MOTION moved by Cllr P W Nelson and seconded by Cllr G J Andrews

THAT the minutes of the Finance Committee Meeting held on Wednesday 20 November 2019 MN 34/19 to MN 38/19 inclusive, copies of which were forwarded to Councillors, be adopted as a correct record of the proceedings of the meeting.

PASSED

5. DECLARATIONS OF INTEREST

101/3, 101/3.1

That where necessary any Councillor now disclose any interest and the reason for declaring such interest in the matters under consideration by the Finance Committee at this Meeting and to complete the appropriate form to be handed up at the Meeting.

There were no declarations of interest at this meeting.

6. AGENDA REPORTS

6.1 Establishment of Mayoral Relief Fund (Public Appeals)

Reference:	102/8
Report Author:	Financial Accountant
Authoriser:	Chief Financial Officer
Link to Community	
Strategic Plan:	Effective financial and asset management ensure Council's long term sustainability

PURPOSE

The purpose of this report is to formally advise Council of the establishment of the Mayoral Relief Fund (Public Appeals) and to also inform Council on the status of its application to the Australian Taxation Office (ATO) for endorsement of Council's Mayoral Relief Fund as a Deductible Gift Recipient.

The Chief Financial Officer addressed the Committee on this item.

FC 2/20

MOTION moved by Cllr P W Nelson and seconded by Cllr G Markwart

1. **THAT** Council note the establishment of the Mayoral Relief Fund (Public Appeals).
2. **THAT** Council notes the approval by the Australian Taxation Office of the Mayoral Relief Fund as a public fund for persons in necessitous circumstances (Deductible Gift Recipient Endorsement).

PASSED

6.2 Water Polo NSW Country Championships - Donation of Fees and Charges

Reference:	6700
Report Author:	Manager Open Space, Recreation and Building Maintenance
Authoriser:	Deputy General Manager Operations, Finance and Risk
Link to Community Strategic Plan:	Effective financial and asset management ensure Council's long term sustainability

PURPOSE

The purpose of this report is to formalise the donation of the fees and charges associated with the Water Polo NSW Country Championship held at the Mittagong Pool in January 2020.

FC 3/20

MOTION moved by Cllr I M Scandrett and seconded by Deputy Mayor G M Turland

1. **THAT** Council approve the donation of \$3,663.70 towards the cost of hiring Mittagong Pool for the Water Polo NSW Country Championship held over the 2020 Australia Day long weekend.
2. **THAT** the donation be funded from the Councillor Contingency Fund.

PASSED

6.3 Implementation of Purchase Card System

Reference:	2103
Report Author:	Coordinator Procurement and Fleet
Authoriser:	Chief Financial Officer
Link to Community Strategic Plan:	Effective financial and asset management ensure Council's long term sustainability

PURPOSE

The purpose of this report is to advise Council of the intended expansion of its Purchase Card expense management system and to seek approval to increase the current credit facility to \$300,000.

The Chief Financial Officer addressed the Committee on this item.

FC 4/20

MOTION moved by Cllr P W Nelson and seconded by Cllr I M Scandrett

1. **THAT** Council note the expansion of the Purchase Card expense management system.
2. **THAT** the General Manager and Mayor be delegated authority to execute under the Common Seal of Council all documents which are required to increase Council's credit facility to \$300,000.

PASSED

6.4 Budget Review to 31 December 2019

Reference:	2120/19
Report Author:	Management Accountant
Authoriser:	Chief Financial Officer
Link to Community Strategic Plan:	Effective financial and asset management ensure Council's long term sustainability

PURPOSE

The purpose of this report is to inform Council of the results of the budget review undertaken for the period ending 31 December 2019 and to seek approval to make the necessary adjustments to the 2019/20 Budget.

The Quarterly Review of the Budget is reported to Council at the end of each quarter in accordance with Section 203 of the *Local Government (General) Regulation 2005*.

The Chief Financial Officer addressed the Committee on this item.

The Deputy General Manager Operations Finance and Risk addressed the Committee on this item.

The Deputy General Manager Corporate Strategy and Development Services addressed the Committee on this item.

FC 5/20

MOTION moved by Cllr L A C Whipper and seconded by Cllr G Markwart

1. **THAT** Council approve the budget variations reported at the December Quarterly Review as listed in Attachment 1 to the report.
2. **THAT** Council note the projected position for the 2019/20 Financial Year remains a balanced budget.

PASSED

6.5 Quarterly Progress Report Operational Plan 2019/20, 1 October 2019 to 31 December 2019

Reference:	501/2019
Report Author:	Governance Officer
Authoriser:	Coordinator Corporate Strategy and Governance
Link to Community Strategic Plan:	An enhanced culture of positive leadership, accountability and ethical governance that guides well informed decisions to advance agreed community priorities

PURPOSE

The purpose of this report is to provide the Finance Committee (the 'Committee') with an overview of Council's progress towards delivering its annual Operational Plan 2019/20.

The Group Manager Corporate and Community addressed the Committee on this item

The Deputy General Manager Operations Finance and Risk addressed the Committee on this item.

FC 6/20

MOTION moved by Cllr G J Andrews and seconded by Cllr L A C Whipper

THAT the Quarterly Progress Report Operational Plan 2019/20, 1 October 2019 to 31 December 2019 be noted.

PASSED

7. CLOSED COMMITTEE

Nil

8. DATE OF NEXT MEETING

The next meeting will be held on Wednesday 20 May 2020 in Council Theatre
Civic Centre, Elizabeth Street, Moss Vale commencing at 9.00am.

9. MEETING CLOSURE

THERE BEING NO FURTHER BUSINESS, THE MEETING CLOSED AT 1028 AM

In accordance with the provisions of Section 375(2) of the Local Government Act, these Minutes of the Meeting held Wednesday 19 February 2020 numbered M/N 1/20 to M/N 6/20 were signed by me hereunder at the Council Meeting held on Wednesday 20 May 2020.

CHAIRMAN

READ AND CONFIRMED ON WEDNESDAY 20 MAY 2020

CHAIRMAN

PUBLIC OFFICER