



# **URALLA SHIRE COUNCIL BUSINESS PAPER**

Notice is hereby given, in accordance with the provision of the Local Government Act 1993 that a Meeting of Uralla Shire Council will be held in the Council Chambers, 32 Salisbury Street, Uralla.

## **BUDGET REVIEW & FINANCE**

### **COMMITTEE MEETING**

**14 September 2021**

Commencing at 12:30pm

Kate Jessep  
**GENERAL MANAGER**

UINT/21/11037

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**1 OPENING & WELCOME**

**2 PRAYER**

**3 ACKNOWLEDGEMENT OF COUNTRY**

**4 WEBCAST INFORMATION**

**5 APOLOGIES & APPLICATIONS FOR LEAVE OF ABSENCE BY COUNCILLORS**

**6 DISCLOSURES & DECLARATIONS OF INTEREST**

To be tabled at the Meeting.

## 7 CONFIRMATION OF MINUTES

Minutes to be confirmed at the 14 September 2021 Meeting of Committee:

### 7.1 BUDGET REVIEW & FINANCE COMMITTEE MEETING HELD 8 JUNE 2021



## MINUTES

### Budget, Review and Finance Committee Meeting

8 June – 12:30pm, Council Chambers

**Attendance:**

*Committee:*

Cr M Pearce (Mayor)

Cr I Strutt (Deputy Mayor)

Cr M Dusting

Cr R Crouch

Cr N Ledger

Cr L Sampson

Cr T Toomey

Cr R Bell

*Staff:*

General Manager – Kate Jessep

Chief Financial Officer – Simon Paul

Acting Director, Infrastructure of Development – Matt Clarkson

Executive Manager, Corporate Services – Christine Valencius

Coordinator, Governance & Risk – Nathalie Heaton

Minute Clerk – Wendy Westbrook

**Apologies:**

Cr T O'Connor

U/INT/21/6823

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UNCONFIRMED

## 1 MEETING OPEN

The Chair declared the meeting open at 12:33pm.

## 2 WELCOME

The Chair welcomed attendees to the meeting.

## 3 PRAYER

The Chair read the prayer.

## 4 ACKNOWLEDGEMENT OF COUNTRY

The Chair acknowledged Country and Elders past and present.

## 5 WEBCAST INFORMATION

The Chair advised that the meeting is audio recorded and the recording is made available on Council's website after the meeting.

## 6 APOLOGIES, REQUESTS FOR LEAVE OF ABSENCE AND OBSERVERS

5.1 The chair noted apologies from Cr O'Connor.

5.3 The Chair advised there were no requests for leave of absence.

Moved: Cr Dusting/ Seconded: Cr Crouch

For: Crs Dusting, Ledger, Crouch, Sampson, Toomey, Bell, Strutt, and Mayor Pearce

Against: NIL

BRFC01.06/21 CARRIED

## 7 DISCLOSURE AND DECLARATIONS OF INTEREST

There were no disclosure or declarations

## 8 CONFIRMATION OF MINUTES

8.1 Minutes from the 4 May 2021 Budget Review & Finance Committee Meeting.

Minutes of Budget, Review and Finance Committee Meeting held 4 May 2021. The chair called for any amendments.

AMENDMENTS

There were no amendments.

MOTION Moved: Cr Dusting/ Seconded: Cr Ledger

That Council adopt the minutes the Budget, Review and Finance Committee meeting held 4 May 2021, as a true and correct.

For: Crs Dusting, Crouch, Sampson, Toomey, Bell, Strutt, and Mayor Pearce

Against: Cr Ledger

BRFC02.06/21 CARRIED

## 9 REPORTS

### 9.1 Draft Long Term Financial Plan (LTFP) 2022-2031

Cr Toomey left the meeting 12:40pm

Cr Toomey returned to the meeting 12:41pm

**MOTION Moved:** Cr Dusting / **Seconded:** Cr Ledger

That the Committee recommends to Council that the Draft Long Term Financial Plan 2022-2031 be placed on public exhibition.

**For:** Crs Dusting, Ledger, Sampson, Strutt, and Mayor Pearce.

**Against:** Crs Crouch, Toomey, and Bell.

BRFC03.06/21 CARRIED

## 10 MOTIONS WITHOUT NOTICE

Nil

## 11 CONFIDENTIAL BUSINESS

Nil

## 12 NEXT MEETING

Date of next BRFC meeting is to be advised.

## 13 MEETING CLOSED

Meeting closed at 1:30pm

## 14 CONFIRMATION OF MINUTES

COUNCIL MINUTES CONFIRMED BY:	
RESOLUTION NUMBER:	
DATE:	
CHAIR:	Mayor, Cr Michael Pearce
Presented to Council	Ordinary Meeting 29 June 2021

## 8 URGENT, SUPPLEMENTARY AND LATE ITEMS OF BUSINESS

- 8.1 LATE ITEM – NIL
- 8.2 URGENT ITEMS - NIL
- 8.3 SUPPLEMENTARY ITEMS - NIL

## 9 REPORTS

- 9.1 PREPARATION OF DRAFT FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2021



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**Department:** Corporate Services  
**Prepared by:** CFO/Director Corporate Services  
**TRIM Reference:** UINT/21/11007  
**Attachments:** NIL

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### **LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK**

**Goal:** 4.2 An effective and efficient organisation  
**Strategy:** 4.2.2 Operate in a financially responsible and sustainable manner  
**Activity:** 4.2.2.1 Maintain and control financial system and improve long term financial sustainability  
**Action:** 4.2.7.1.4 Complete and lodge annual Financial Statements in accordance with statutory requirements

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### **SUMMARY:**

1. The purpose of this report is to advise the Budget Review and Finance Committee that the preparation of the Draft Financial Statements for the Year Ended 30 June 2021 is in progress and expected to be completed and ready for audit within the next fortnight.

### **RECOMMENDATION:**

**That the report be received.**

### **REPORT:**

2. Council is responsible for the preparation of the financial statements. Section 413(1) of the *Local Government Act 1993 (NSW)*, requires council to prepare financial reports for each year, and must refer them for audit as soon as practicable after the end of the year. The council's financial report must include a statement in the approved form by the council as to its opinion on the general purpose financial report.
3. A first draft of the financial statements will be presented at the Committee meeting on 14 September 2021.
4. A request for extension of lodgement of financial statements has been lodged with the Office of Local Government due to preparation delays caused by the recent pandemic lockdown, the resignation of the Asset Manager and the



Manager Civil Infrastructure (which delayed collation of key financial data). This has caused a forecast flow-on delay in waiting for external audit. The extension nominated 30 November 2021 as the likely date by which audited financial statements would be completed.

**5. Estimated Net Operating Result before Grants and Contributions provided for Capital Purposes:**

<b>Fund</b>	<b>Budgeted profit/(loss)</b>	<b>Estimated profit/(loss)</b>
General Fund	(1,103,940)	(1,124,531)
Water Fund	(447,323)	(395,241)
Sewer Fund	(2,257)	(10,343)
McMaugh Gardens	(79,551)	198,816

**COUNCIL IMPLICATIONS**

**6. Community Engagement/Communication**

Public exhibition of the financial statements once adopted.

**7. Policy and Regulation**

- *Local Government Act 1993 (NSW);*
- *Local Government Regulations (General) 2005;*
- *Local Government Code of Accounting Practice and Financial Reporting; and*
- *Australian Accounting Standards.*

**8. Financial/Long Term Financial Plan**

As per financial statement reports.

**9. Asset management/Asset Management Strategy**

N/A

**10. Workforce/Workforce Management Strategy**

N/A

**11. Legal and Risk Management**

Completion of the audited Financial Statements in accordance with the Act and Regulations is an important annual process to help manage Council's financial risk.

**12. Performance Measures**

The audited, signed, endorsed and exhibited (seven days public exhibition) Financial Statements are to be presented to the public no later than 30 November 2020.

**13. Project Management**

Corporate Accountant

**10 CONFIDENTIAL MATTERS**

**11 CONCLUSION OF THE MEETING**

END OF  
Budget, Review & Finance Committee  
BUSINESS PAPER