



## **SNOWY VALLEYS COUNCIL MEETING**

### **LATE REPORTS**

**12 DECEMBER 2019**

THE MEETING WILL BE HELD AT 2.00PM  
IN THE TUMUT ROOM 76 CAPPER STREET TUMUT

## **Disclosure of Pecuniary Interests at meetings (extract from the Code of Conduct – Section 4)**

**4.28** Councillor or a council committee member who has a pecuniary interest in any matter with which the council is concerned, and who is present at a meeting of the council or committee at which the matter is being considered, must disclose the nature of the interest to the meeting as soon as practicable.

**4.29** The councillor or council committee member must not be present at, or in sight of, the meeting of the council or committee:

(a) at any time during which the matter is being considered or discussed by the council or committee, or

(b) at any time during which the council or committee is voting on any question in relation to the matter.

**4.30** In the case of a meeting of a board of a joint organisation, a voting representative is taken to be present at the meeting for the purposes of clauses 4.28 and 4.29 where they participate in the meeting by telephone or other electronic means.

**4.31** Disclosure made at a meeting of a council or council committee must be recorded in the minutes of the meeting.

## **Disclosure of Political Donations and Gifts**

The *Environmental Planning and Assessment Act 1979* places obligations on Councillors, staff, applicants and any person who makes a public submission, to disclose information relating to political donations and gifts during the environmental plan making or development assessment process.

The fact that political donations or gifts have been made by applicants / proponents of a planning application should not affect whether an application is approved or refused. Political donations or gifts should not be relevant in making a determination. The matter should be determined on its merits. Nor do they provide grounds for challenging the determination of any applications.

For further information, visit [www.planning.nsw.gov.au/donations](http://www.planning.nsw.gov.au/donations)

Furthermore, for each planning decision made at a Council or Committee Meeting, the names of Councillors who supported the decision and those that oppose the decision must be recorded. (*Sec. 375A of the Local Government Act 1993*)

## **Use of mobile phones and the unauthorised recording of meetings (extract from the Code of Meeting Practice – Section 15)**

**15.21** Councillors, council staff and members of the public must ensure that mobile phones

are turned to silent during meetings of the council and committees of the council.

**15.22** A person must not live stream or use an audio recorder, video camera, mobile phone or any other device to make a recording of the proceedings of a meeting of the council or a committee of the council without the prior authorisation of the council or the committee.

**15.23** Any person who contravenes or attempts to contravene clause 15.22, may be expelled from the meeting as provided for under section 10(2) of the Act.

**15.24** If any such person, after being notified of a resolution or direction expelling them from the meeting, fails to leave the place where the meeting is being held, a police officer, or any person authorised for the purpose by the council or person presiding, may, by using only such force as is necessary, remove the first-mentioned person from that place and, if necessary, restrain that person from re-entering that place for the remainder of the meeting.

### **Livestreaming of Meetings**

#### **(extract from the Code of Meeting Practice – Section 5)**

This meeting is live streamed on Council's website to allow the community to follow Council debates and decisions without the need to attend meetings in person. Members of the public attending or speaking at a meeting agree to have their image, voice and personal information (including name and address) recorded and publicly broadcast. Snowy Valleys Council does not accept liability for any defamatory remarks or inappropriate comments that are made during the course of a meeting. Any part of the meeting that is held in closed session will not be streamed.

**5.19** All meetings of the council and committees of the council are to be webcast on the council's website.

### **Photography**

Flash photography is not permitted at a meeting of the Council or a Committee of the council without the consent of the General Manager.

### **Public Forum**

#### **(extract from the Code of Meeting Practice – Section 4)**

**4.1** The Council may hold a public forum prior to each Ordinary Council meeting for the purpose of hearing oral submissions on items of business to be considered at the meeting.

**4.2** Public forums are to be chaired by the mayor or their nominee.

Those attending must comply with the terms and conditions of the Code of Meeting Practice which can be viewed on Council's website;

<http://www.snowyvalleys.nsw.gov.au/Council/Governance/Policies>



**Thursday 12 December 2019**  
**Snowy Valleys Council Chambers**  
**76 Capper Street, Tumut**  
**2.00pm**

## **LATE REPORTS**

### **9. GOVERNANCE AND FINANCIAL REPORTS**

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## 9. GOVERNANCE AND FINANCIAL REPORTS

### 9.6 FINANCIAL REPORT - NOVEMBER 2019

**REPORT AUTHOR:** DIVISION MANAGER FINANCE & IT  
**RESPONSIBLE DIRECTOR:** ACTING DIRECTOR INTERNAL SERVICES

#### EXECUTIVE SUMMARY:

To provide Council with an interim monthly financial report.

#### RECOMMENDATION:

#### THAT COUNCIL:

1. Receive the November Interim financial report.

#### BACKGROUND:

##### November Interim Financials

A summarised financial flash report for Council is provided below for November 2019, comparing the operating year to date (YTD) actuals against the full year budget and variance percentage.

This report provides the interim results for the month and represents the appropriate adjustments at the time of this report, noting that more adjustments may be made.

The purpose of the flash report is to provide an indication of the Council financial performance at a particular point in time. It is important to recognise that the report shows cumulative results for the year to date.

#### REPORT:

Account Description	YTD Actuals	YTD Budget	YTD Variance		Full Year Budget
	\$'000	\$'000	\$'000	%	\$'000
<b>Income</b>					
Rates, Levies & Annual Charges	17,533	17,840	(307)	-2%	17,840
User Fees & Charges	3,535	4,588	(1,053)	-23%	11,829
Interest & Investment Revenue	680	360	320	89%	865
Operating Grants	3,011	4,367	(1,356)	-31%	10,481
Capital Grants	354	2,240	(1,886)	-84%	5,377
Other Income	765	480	285	59%	1,152
Total Income	25,878	29,876	(3,998)	-13%	47,544
<b>Expenditure</b>					
Employee Benefits	7,589	6,908	681	10%	16,579
Materials & Contracts	6,265	5,860	405	7%	14,816
Depreciation and Amortisation	4,603	4,603	-	0%	11,047
Other Expenses	2,936	2,908	28	1%	4,364
Total Expenditure	21,393	20,279	1,114	5%	46,806
<b>Operating Result - Surplus/(Deficit)</b>	4,485	9,597	(5,112)		738
<b>Surplus/(Deficit) after Capital Grants</b>	4,131	7,357	(3,226)		(4,639)

Budgets have been updated in line with the resolution from the first quarterly budget review.

## Income

Rates and annual charges have been raised for the full financial year. There is a slight variance to the monthly budget that will be recovered over the financial year through sewer discharge fees raised during quarterly water readings, supplementary charges and being reimbursed a portion of pensioner rebates (\$300K). This situation has not changed over the month.

User Fees & Charges are showing are expected to increase in the coming months with a renewed focus on private works and an increase in income from business areas such as the caravan park.

Operating grants are expected to always be unfavourable due to six months of the Financial Assistance Grants (FAGS) being prepaid in June 2019 and recognised as revenue in last year's financial statements. The actuals to budget for those grants will always track behind schedule until the event of another prepayment of 6 months in June 2020, if it is to occur.

A number of other operating grant funds have been received in advance with budget allocated monthly (main contributor is RMS Block Grant received).

Capital grants are tracking behind budget as the Rail Trail grant acquittals are lower than expected against year to date budget but is likely to ramp up by the end of the year. Capital grant for Courabyra Road has also yet to be received.

Other revenue is tracking higher than budget.

## Employee Benefits

Employee expenditure continues to track over budget due to further unbudgeted redundancies from the new organisational structure (\$177K). With the Christmas break and the construction period beginning the works division will be refocused on the capital works program which is expected to reduce the variance to budget in the next couple of months

This expenditure item will require constant monitoring over the course of the year.

## Material & Contracts

The over budget expenditure for Material & Contracts mainly relates to RMS Ordered works being awarded. The year to date budget is \$1.4M against an actual of \$1.7M.

## **LINKS TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:**

### **Integrated Planning and Reporting Framework:**

#### **CSP Outcome 2028**

Theme 1: Towns and Villages

#### **Delivery Outcomes**

1.7 Manage Council's resources in a manner which is equitable and ensures organisational sustainability

#### **Operational Actions**

1.7.3 Ensure long term financial stability of Council through forecasting balanced budgets inline with service management plans

#### **Costs and Benefits:**

N/A

#### **Policy, Legal and Statutory Implications:**

Nil

#### **RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:**

Monthly reporting keeps Council informed of current financial performance.

**OPTIONS:**

Nil

**COUNCIL SEAL REQUIRED:**

No

**COMMUNITY ENGAGEMENT AND COMMUNICATION:**

Matters arising from this report that require further communication will be addressed at the meeting or taken on notice and a response will be provided.

**ATTACHMENTS**

Nil