

# WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration  
to the Ordinary Meeting of Council to be held in the  
Council Chambers, Warren on Thursday 24th October 2024

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**ITEM 2 RECONCILIATION CERTIFICATE – AUGUST AND SEPTEMBER 2024 (B1-10.16)**

**RECOMMENDATION:**

That the Statements of Bank and Investments Balances as at 31<sup>st</sup> August and 30<sup>th</sup> September 2024 be received and noted.

**PURPOSE**

To certify that the internal and external cash and investments position of Council is reconciled each month.

**BACKGROUND**

Clause 212 of the Local Government (General) Regulation 2021 requires the Responsible Accounting Officer to provide a written report setting out details of all money that the Council has invested under Section 625 of the Local Government Act.

**REPORT**

Following is the reconciled internal funds of Council that have been reconciled with the Bank Statements as at 31<sup>st</sup> August and 30<sup>th</sup> September 2024.

Council should note that investment items listed as 11 and 12 were due to mature 29/08/2024, investment item 9 was due to mature 30/09/2024. The investment movements were delayed due to NAB requiring updated statutory paperwork completion and staff on leave. The Investment movement has occurred and will be reflected in October 2024 report.

## INTERNAL LEDGER ACCOUNT RECONCILIATION

	Balance		Balance
	31-Jul-24	Transactions	31-Aug-24
General	12,199,005.80	86,313.80	12,285,319.60
Water Fund	571,847.49	100,300.08	672,147.57
Sewerage Fund	1,585,187.62	180,071.35	1,765,258.97
North Western Library	123,304.91	(56,751.45)	66,553.46
Trust Fund	90,458.77	1,431.01	91,889.78
Investment Bank Account	(12,742,013.65)	1,000,000.00	(11,742,013.65)
	<b>1,827,790.94</b>	<b>1,311,364.79</b>	<b>3,139,155.73</b>

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ITEM 2 RECONCILIATION CERTIFICATE – AUGUST AND SEPTEMBER 2024 CONTINUED

## BANK STATEMENT RECONCILIATION

Balance as per Bank Statement =	3,139,155.73
Add: Outstanding Deposits for the Month	0.00
Less: Outstanding Cheques & Autopays	0.00
Balance as per Ledger Accounts less Investments =	<u>3,139,155.73</u>

## INVESTMENTS RECONCILIATION

Investments as at 31st August 2024

No.	Institution	Amount	Term & Rate	Maturity Date
	CBA	232,013.65	Variable	On Call A/c
1	JUDO BANK	1,000,000.00	5.05%	9-Oct-24
2	NAB	1,500,000.00	5.10%	9-Oct-24
5	NAB	2,000,000.00	5.30%	7-Jan-25
6	NAB	1,500,000.00	5.10%	9-Oct-24
7	NAB	1,500,000.00	5.05%	28-Oct-24
9	NAB	1,000,000.00	4.55%	30-Sep-24
10	NAB	1,000,000.00	5.05%	28-Oct-24
11	NAB	1,000,000.00	4.25%	29-Aug-24
12	NAB	1,000,000.00	4.25%	29-Aug-24
	National Australia Bank	10,000.00	60 days @ 1.45%	TBA
<b>TOTAL INVESTMENTS =</b>		<u><u>11,742,013.65</u></u>		

## BANK AND INVESTMENT ACCOUNTS BREAKDOWN

Externally Restricted Funds Invested	11,992,451.38
Internally Restricted Funds Invested	2,388,718.00
Unrestricted Funds	<u>500,000.00</u>
<b>TOTAL BANK &amp; INVESTMENTS ACCOUNTS BALANCE =</b>	<u><u>14,881,169.38</u></u>

As Councils Responsible Accounting Officer, I note the External and Internal Restricted Funds are an estimate only, pending final review in part with Annual Financial Statements preparation into the future.

# WARREN SHIRE COUNCIL

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ITEM 2 RECONCILIATION CERTIFICATE – AUGUST AND SEPTEMBER 2024 CONTINUED

## INTERNAL LEDGER ACCOUNT RECONCILIATION

	Balance 31-Aug-24	Transactions	Balance 30-Sep-24
General	12,285,319.60	(1,264,915.58)	11,020,404.02
Water Fund	672,147.57	233,821.27	905,968.84
Sewerage Fund	1,765,258.97	112,745.41	1,878,004.38
North Western Library	66,553.46	(15,208.86)	51,344.60
Trust Fund	91,889.78	(280.00)	91,609.78
Investment Bank Account	(11,742,013.65)	0.00	(11,742,013.65)
	<b>3,139,155.73</b>	<b>(933,837.76)</b>	<b>2,205,317.97</b>

# WARREN SHIRE COUNCIL

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## ITEM 2 RECONCILIATION CERTIFICATE – AUGUST AND SEPTEMBER 2024 CONTINUED

### BANK STATEMENT RECONCILIATION

<b>Balance as per Bank Statement =</b>	<b>2,205,317.97</b>
Add: Outstanding Deposits for the Month	0.00
Less: Outstanding Cheques & Autopays	0.00
<b>Balance as per Ledger Accounts less Investments =</b>	<b>2,205,317.97</b>

### INVESTMENTS RECONCILIATION

#### Investments as at 30th September 2024

No.	Institution	Amount	Term & Rate	Maturity Date
	CBA	232,013.65	Variable	On Call A/c
1	JUDO BANK	1,000,000.00	5.05%	9-Oct-24
2	NAB	1,500,000.00	5.10%	9-Oct-24
5	NAB	2,000,000.00	5.30%	7-Jan-25
6	NAB	1,500,000.00	5.10%	9-Oct-24
7	NAB	1,500,000.00	5.05%	28-Oct-24
9	NAB	1,000,000.00	4.55%	30-Sep-24
10	NAB	1,000,000.00	5.05%	28-Oct-24
11	NAB	1,000,000.00	4.25%	29-Aug-24
12	NAB	1,000,000.00	4.25%	29-Aug-24
	National Australia Bank	10,000.00	60 days @ 1.45%	TBA
<b>TOTAL INVESTMENTS =</b>		<b>11,742,013.65</b>		

### BANK AND INVESTMENT ACCOUNTS BREAKDOWN

Externally Restricted Funds Invested	11,058,613.62
Internally Restricted Funds Invested	2,388,718.00
Unrestricted Funds	500,000.00
<b>TOTAL BANK &amp; INVESTMENTS ACCOUNTS BALANCE =</b>	<b>13,947,331.62</b>

As Councils Responsible Accounting Officer, I note the External and Internal Restricted Funds are an estimate only, pending final review in part with Annual Financial Statements preparation into the future.

# WARREN SHIRE COUNCIL

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**ITEM 2            RECONCILIATION CERTIFICATE – AUGUST AND SEPTEMBER 2024            CONTINUED**

**FINANCIAL AND RESOURCE IMPLICATIONS**

N/A.

**LEGAL IMPLICATIONS**

N/A.

**RISK IMPLICATIONS**

N/A

**STAKEHOLDER CONSULTATION**

N/A.

**OPTIONS**

N/A.

**CONCLUSION**

This report is provided to advise Council of its financial position.

**LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN**

5.3.2 Create a productive and cooperative working environment for Councillors to support their governance responsibilities. (Provide timely, accurate and relevant reporting and information to Councillors to enable informed decision making.)

**SUPPORTING INFORMATION / ATTACHMENTS**

N/A.

# WARREN SHIRE COUNCIL

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**ITEM 3**

**STATEMENT OF RATES & ANNUAL CHARGES**

**(R1-4)**

**RECOMMENDATION:**

That the Statement of Rates and Annual Charges information as at 21<sup>st</sup> October 2024 be received and noted.

**PURPOSE**

To advise Council of the rates and annual charges levied, collected and currently outstanding as at the report date.

**BACKGROUND**

A major source of revenue Council receives each year is through the levying of rates and annual charges on property owners in the Warren Shire Council local government area to provide and maintain services to the Warren Shire community.

**REPORT**

Attached to this report is the statement of rates and annual charges as at 21<sup>st</sup> October 2024 including comparisons over the last four years.

I note that the comparative information for the prior months was not able to be completed, relevant reporting from Practical Plus was not able to occur at specific dates, those reports are only a snapshot in time as at a particular date and can not be regenerated retrospectively.

This report is considered the most accurate and relevant information available, for Council to consider relating Rates and Annual Charges information, for comparative purposes in a related period.

**FINANCIAL AND RESOURCE IMPLICATIONS**

N/A.

**LEGAL IMPLICATIONS**

N/A.

**RISK IMPLICATIONS**

N/A.

**STAKEHOLDER CONSULTATION**

N/A.

**OPTIONS**

N/A.

**CONCLUSION**

This report is provided to advise Council of the balance of rates and annual charges.

# WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration  
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**ITEM 3**

**STATEMENT OF RATES & ANNUAL CHARGES**

**CONTINUED**

**LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN**

5.3.2 Create a productive and cooperative working environment for Councillors to support their governance responsibilities. (Provide timely, accurate and relevant reporting and information to Councillors to enable informed decision making.)

**SUPPORTING INFORMATION / ATTACHMENTS**

Statement of Rates and Annual Charges as at 31<sup>st</sup> July 2024.

# WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration  
to the Ordinary Meeting of Council to be held in the  
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**ITEM 3 STATEMENT OF RATES & ANNUAL CHARGES**

**CONTINUED**

**21-Oct-24**

Name of Rate				COLLECTIONS FOR YEAR		NETT ARREARS	
	NETT ARREARS 1st JULY \$	NETT LEVY \$	TOTAL RECEIVABLE \$	AMOUNT COLLECTED \$	COLLECT AS % AGE OF TOTAL REC'ABLE	ARREARS AMOUNT \$	ARREARS AS % AGE OF TOTAL REC'ABLE
General Fund Rates	268,520	5,703,880	5,972,399	2,011,938	33.69%	3,960,461	66.31%
Warren Water Fund	102,688	600,615	703,303	277,757	39.49%	425,546	60.51%
Warren Sewerage Fund	115,462	627,197	742,659	275,983	37.16%	466,675	62.84%
<b>TOTAL 2024/2025</b>	<b>486,670</b>	<b>6,931,692</b>	<b>7,418,362</b>	<b>2,565,679</b>	<b>34.59%</b>	<b>4,852,683</b>	<b>65.41%</b>
<b>TOTAL 2023/2024</b>	<b>445,604</b>	<b>6,219,639</b>	<b>6,665,243</b>	<b>2,181,783</b>	<b>32.73%</b>	<b>4,483,460</b>	<b>67.27%</b>
<b>TOTAL 2022/2023</b>	<b>321,306</b>	<b>3,299,137</b>	<b>6,620,443</b>	<b>2,534,193</b>	<b>38.28%</b>	<b>4,086,250</b>	<b>61.72%</b>
<b>TOTAL 2021/2022</b>	<b>303,871</b>	<b>6,112,774</b>	<b>6,416,645</b>	<b>2,393,234</b>	<b>37.30%</b>	<b>4,023,411</b>	<b>62.70%</b>
<b>TOTAL 2020/2021</b>	<b>318,952</b>	<b>5,955,526</b>	<b>6,274,478</b>	<b>2,098,269</b>	<b>33.44%</b>	<b>4,176,209</b>	<b>66.56%</b>
		<b>08-Oct-20</b>	<b>14-Oct-21</b>	<b>14-Oct-22</b>	<b>17-Oct-23</b>	<b>21-Oct-24</b>	
<b>COLLECTION FIGURES AS \$</b>		<b>2,098,269</b>	<b>2,393,234</b>	<b>2,534,193</b>	<b>2,181,783</b>	<b>2,565,679</b>	
<b>COLLECTION FIGURE AS %</b>		<b>33.44%</b>	<b>37.30%</b>	<b>38.28%</b>	<b>32.73%</b>	<b>34.59%</b>	



# WARREN SHIRE COUNCIL

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**ITEM 4                      WORKS PROGRESS REPORT – FINANCE & ADMINISTRATION PROJECTS**  
**(C14-7.1, C9-1)**

**RECOMMENDATION:**

That the information be received and noted.

The following are details of the projects undertaken by the Finance and Administration Department for the 2024/25 financial year. Following the 2023/24 end of financial year accrual process, this expenditure may change.

Project	Budget	Expend	Resp	Comment
Office Equipment Purchases – PC Purchases – Electronic Records Management System Investigation/Implementation	\$161,032	\$28,861	DMFA	2023/24 estimated carry over value, included in the budget figure is \$51,032  Purchase new office equipment, PC's and other ICT equipment as needed.  Ongoing implementation of a Document management system, a new server is in place and transitioning to use in full.

**ACRONYMS**

GM - General Manager

DMFA - Divisional Manager Finance & Administration

ICT – Finance Clerk – Rates & Water / Information Communication Technology

MHDS – Manager Health & Development Services

LIB – Librarian

IPM – Infrastructure Projects Manager

# WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration  
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## ITEM 5 CHANGE OF BANK SIGNATORIES

(B1-5)

### RECOMMENDATION:

That Council review and approve the changes to bank signatories, where Mr Gregory Whiteley becomes a signatory in his capacity as Mayor, removing Dr Milton Quigley as a bank signatory, with no other changes required to be made.

### PURPOSE

To maintain Council records accurately, reflecting the current list of bank signatories, where the recent change in Mayor has occurred. Dr Milton Quigley (former Mayor) will be removed as signatory, and Mr Gregory Whiteley (Mayor) is now added.

### BACKGROUND

Council is required to review and update its list of bank signatories on a routine basis, as required.

### REPORT

This report is made to inform Council of changes required to bank signatories and gain approval to remove Dr Milton Quigley, whilst at the same time add Mr Gregory Whiteley.

### FINANCIAL AND RESOURCE IMPLICATIONS

Updating this item will allow Council to continue its operations in line with current business requirements.

### LEGAL IMPLICATIONS

Maintain Council current list of delegations and authorised bank signatories as required.

### RISK IMPLICATIONS

Not reviewing and updating this list may result in an increased risk of fraud to the organisation, though it is considered minimal.

### STAKEHOLDER CONSULTATION

N/A.

### OPTIONS

There are no alternate options.

### CONCLUSION

That Council review and approve the changes to bank signatories, where Mr Gregory Whiteley becomes a signatory in his capacity as Mayor, removing Dr Milton Quigley as bank signatory.

### LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

5.2.2 Timely and accurate reporting for efficient management and accountability.

5.3.2 Create a productive and cooperative working environment for Councillors to support their governance responsibilities. (Provide timely, accurate and relevant reporting and information to Councillors to enable informed decision making.)

### SUPPORTING INFORMATION /ATTACHMENTS

N/A.

# WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration  
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ITEM 6

REVIEW OF COUNCIL'S 2023/2024 OPERATIONS REPORT

(A1-5.42)

## RECOMMENDATION:

That the information on Council's Draft General Purpose Financial Statements for the period ended 30th June 2024 be received and noted, specifically the Income Statement, Statement of Financial Position, Statement of Cashflows and note C1-3 Restricted and allocated cash, cash equivalents and investments be received and noted.

## PURPOSE

To present a section of the draft Annual Financial Statements for the year ending 2023/2024, offering Council an overview of the financial results in a draft result.

## BACKGROUND

All Councils are required to compile the Annual Financial Statements for submission to the Office of Local Government by 31<sup>st</sup> October 2024, these items are to be independently audited by NSW Auditor General and their appointed sub-contractor Nexia Pty Ltd.

## REPORT

Council's subcontracted auditor Nexia Pty Ltd has commenced the annual audit process 27<sup>th</sup> to 29<sup>th</sup> September 2024, with further follow up work required to satisfy audit sample testing almost completed. Given the known staff changes and other array of relevant matters this timeline is approximately 1 month later in occasion than prior years audit undertakings.

The audit is set for completion before the Office of Local Government due date 31<sup>st</sup> October 2024, following the review of the Annual Financial Statements by the NSW Auditor General scheduled for the week commencing 23<sup>rd</sup> October 2024. A final audit opinion and array of high-level detail reports should be obtained by Council thereafter, which may not be available for the current Council Meeting, however, will be provided formally at the December 2024 Council Meeting.

Attached to this report is a copy of the draft reports that inform the overview of Council operations for the year ending 30<sup>th</sup> June 2024, for Councillors information.

## Statement of Cash Flows for 2023/2024

The Statement of Cash Flows shows a large change with cash held at year end, a decrease of approximately \$5,497,000 and this is largely due to the funds owed to Council for Flood Damage works and refunds of GST input tax credits unpaid at 30/06/2024.

# WARREN SHIRE COUNCIL

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ITEM 6

REVIEW OF COUNCIL'S 2023/2024 OPERATIONS REPORT

CONTINUED

Cash & cash equivalents held on 30<sup>th</sup> June 2024 totalled \$11,971,000 and utilised to provide for the specific purpose of funding future needs, that of internally at Council discretion or externally restricted to meet statutory requirements as listed below: -

<b>TOTAL CASH &amp; INVESTMENTS</b>	<b>11,971,000</b>
<b>EXTERNAL RESTRICTED INCLUDED IN LIABILITIES</b>	
- CWCMA - Roadside Environmental Mapping	7,000
- Specific Purpose Unexpended Grants	2,232,000
<b>EXTERNAL RESTRICTED INCLUDED IN REVENUE</b>	
- Specific Purpose Unexpended Grants	4,627,000
- Water Supply Bank Account	613,000
- Sewerage Services Bank Account	1,639,000
- Domestic Waste Management Funds	94,000
- Other Contributions - Library	6,000.00
<b>TOTAL EXTERNAL RESTRICTED FUNDS =</b>	<b>9,218,000</b>
<b>TOTAL INTERNAL RESTRICTED FUNDS =</b>	<b>2,247,000</b>
<b>TOTAL INTERNAL &amp; EXTERNAL RESTRICTED FUNDS =</b>	<b>11,465,000</b>
<b>TOTAL UNRESTRICTED FUNDS</b>	<b>506,000</b>

# WARREN SHIRE COUNCIL

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## ITEM 6

## REVIEW OF COUNCIL'S 2023/2024 OPERATIONS REPORT

CONTINUED

Below is a history of cash & investments from 2018 to date detailing all restrictions.

	2018	2019	2020	2021	2022	2023	2024
	in	in	in	in	in	in	In
	'000's	'000's	'000's	'000's	'000's	'000's	'000's
Externally Restricted	1,501	1,060	3,799	4,237	3,719	8,276	6,872
Internally Restricted	8,026	7,030	6,280	3,347	5,664	5,682	2,247
Water Supply Bank A/c	144	555	395	1,050	745	817	613
Sewerage Bank A/c	2,271	2,441	2,615	1,455	1,897	2,013	1,639
Domestic Waste Management A/c	262	262	240	228	250	156	94
Operating Cash - General Fund	500	500	500	500	500	524	506
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<b>TOTAL CASH &amp; INVESTMENTS</b>	<b>12,704</b>	<b>11,848</b>	<b>13,829</b>	<b>10,817</b>	<b>12,775</b>	<b>17,468</b>	<b>11,971</b>

### FINANCIAL AND RESOURCE IMPLICATIONS

N/A.

### LEGAL IMPLICATIONS

N/A.

### RISK IMPLICATIONS

N/A.

### STAKEHOLDER CONSULTATION

Upon the annual audit process being completed, Council will place a public notice on both Council's website and Facebook page advising ratepayers and residents that the Audited 2023/2024 Financial Statements & Auditors Report which is likely to be presented to the meeting to be held on Thursday, 5<sup>th</sup> December 2024.

### OPTIONS

N/A.

### CONCLUSION

This report is to inform Council with a broad overview of operations for 2023/2024 financial year, with relevant draft financial statements or notes included.

# WARREN SHIRE COUNCIL

## Report of the Divisional Manager of Finance and Administration to the Ordinary Meeting of Council to be held in the Council Chambers, Warren on Thursday 24<sup>th</sup> October 2024

### ITEM 6 REVIEW OF COUNCIL'S 2023/2024 OPERATIONS REPORT

CONTINUED

#### LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

5.2.2 Timely and accurate reporting for efficient management and accountability.

5.3.2 Create a productive and cooperative working environment for Councillors to support their governance responsibilities. (Provide timely, accurate and relevant reporting and information to Councillors to enable informed decision making.)

#### SUPPORTING INFORMATION /ATTACHMENTS

1. Draft Income Statement
2. Draft Financial Position Statement
3. Draft Statement of Cashflow
4. Draft Restricted and allocated cash, cash equivalents and investments
5. Draft Statement of performance measures, additional graph disclosures (unaudited)

Warren Shire Council | Income Statement | for the year ended 30 June 2024

### Warren Shire Council

#### Income Statement

for the year ended 30 June 2024

Original unaudited budget 2024 \$ '000		Notes	Actual 2024 \$ '000	Actual 2023 \$ '000
	<b>Income from continuing operations</b>			
6,814	Rates and annual charges	B2-1	6,831	6,553
1,334	User charges and fees	B2-2	4,665	2,727
323	Other revenues	B2-3	464	418
32,120	Grants and contributions provided for operating purposes	B2-4	15,456	17,015
-	Grants and contributions provided for capital purposes	B2-4	3,738	2,916
434	Interest and investment income	B2-5	562	468
130	Other income	B2-6	143	118
-	Net gain from the disposal of assets	B4-1	-	40
41,155	<b>Total income from continuing operations</b>		<b>31,859</b>	<b>30,255</b>
	<b>Expenses from continuing operations</b>			
6,716	Employee benefits and on-costs	B3-1	7,303	7,015
8,625	Materials and services	B3-2	9,728	6,603
97	Borrowing costs	B3-3	95	99
4,359	Depreciation, amortisation and impairment of non-financial assets	B3-4	3,672	4,239
235	Other expenses	B3-5	358	345
-	Net loss from the disposal of assets	B4-1	534	-
20,032	<b>Total expenses from continuing operations</b>		<b>21,690</b>	<b>18,301</b>
21,123	<b>Operating result from continuing operations</b>		<b>10,169</b>	<b>11,954</b>
21,123	<b>Net operating result for the year attributable to Council</b>		<b>10,169</b>	<b>11,954</b>
-	<b>Net operating result for the year before grants and contributions provided for capital purposes</b>		<b>6,431</b>	<b>9,038</b>

The above Income Statement should be read in conjunction with the accompanying notes.

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ITEM 6 REVIEW OF COUNCIL'S 2023/2024 OPERATIONS REPORT

CONTINUED

Warren Shire Council | Statement of Financial Position | as at 30 June 2024

## Warren Shire Council

### Statement of Financial Position as at 30 June 2024

	Notes	2024 \$ '000	2023 \$ '000
<b>ASSETS</b>			
<b>Current assets</b>			
Cash and cash equivalents	C1-1	11,971	17,468
Receivables	C1-4	10,491	6,410
Inventories	C1-5	916	850
Other		39	38
<b>Total current assets</b>		<b>23,417</b>	<b>24,766</b>
<b>Non-current assets</b>			
Receivables	C1-4	354	256
Infrastructure, property, plant and equipment (IPPE)	C1-6	257,493	236,361
Investments accounted for using the equity method	D2-2	102	88
<b>Total non-current assets</b>		<b>257,949</b>	<b>236,705</b>
<b>Total assets</b>		<b>281,366</b>	<b>261,471</b>
<b>LIABILITIES</b>			
<b>Current liabilities</b>			
Payables	C3-1	1,641	1,771
Contract liabilities	C3-2	2,232	3,881
Borrowings	C3-3	167	163
Employee benefit provisions	C3-4	1,541	1,391
<b>Total current liabilities</b>		<b>5,581</b>	<b>7,206</b>
<b>Non-current liabilities</b>			
Borrowings	C3-3	3,356	3,523
Employee benefit provisions	C3-4	86	63
<b>Total non-current liabilities</b>		<b>3,442</b>	<b>3,586</b>
<b>Total liabilities</b>		<b>9,023</b>	<b>10,792</b>
<b>Net assets</b>		<b>272,343</b>	<b>250,679</b>
<b>EQUITY</b>			
Accumulated surplus	C4-1	141,861	131,692
IPPE revaluation reserve	C4-1	130,482	118,987
<b>Council equity interest</b>		<b>272,343</b>	<b>250,679</b>
<b>Total equity</b>		<b>272,343</b>	<b>250,679</b>

The above Statement of Financial Position should be read in conjunction with the accompanying notes.

# WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration  
to the Ordinary Meeting of Council to be held in the  
Council Chambers, Warren on Thursday 24<sup>th</sup> October 2024

ITEM 6

REVIEW OF COUNCIL'S 2023/2024 OPERATIONS REPORT

CONTINUED

Warren Shire Council | Statement of Cash Flows | for the year ended 30 June 2024

## Warren Shire Council

### Statement of Cash Flows for the year ended 30 June 2024

Original unaudited budget 2024 \$ '000		Notes	Actual 2024 \$ '000	Actual 2023 \$ '000
	<b>Cash flows from operating activities</b>			
	<i>Receipts:</i>			
6,784	Rates and annual charges		6,733	6,420
2,025	User charges and fees		4,286	2,418
434	Interest received		496	448
32,120	Grants and contributions		16,420	17,200
–	Bonds, deposits and retentions received		–	8
585	Other		378	1,287
	<i>Payments:</i>			
(6,716)	Payments to employees		(7,127)	(7,085)
(9,751)	Payments for materials and services		(11,019)	(6,689)
(97)	Borrowing costs		(95)	(99)
(1,214)	Other		(1,606)	(1,171)
24,170	<b>Net cash flows from operating activities</b>	G1-1	8,466	12,737
	<b>Cash flows from investing activities</b>			
	<i>Receipts:</i>			
278	Proceeds from sale of IPPE		221	351
4	Deferred debtors receipts		4	11
	<i>Payments:</i>			
(24,289)	Payments for IPPE		(14,025)	(8,247)
(24,007)	<b>Net cash flows from investing activities</b>		(13,800)	(7,885)
	<b>Cash flows from financing activities</b>			
	<i>Payments:</i>			
(163)	Repayment of borrowings		(163)	(159)
(163)	<b>Net cash flows from financing activities</b>		(163)	(159)
–	<b>Net change in cash and cash equivalents</b>		(5,497)	4,693
–	Cash and cash equivalents at beginning of year		17,468	12,775
–	<b>Cash and cash equivalents at end of year</b>	C1-1	11,971	17,468

The above Statement of Cash Flows should be read in conjunction with the accompanying notes.



# WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration  
to the Ordinary Meeting of Council to be held in the  
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## ITEM 6 REVIEW OF COUNCIL'S 2023/2024 OPERATIONS REPORT

CONTINUED

Warren Shire Council | Notes to the Financial Statements 30 June 2024

### C1-3 Restricted and allocated cash, cash equivalents and investments

	2024 \$ '000	2023 \$ '000
(a) Externally restricted cash, cash equivalents and investments		
<b>Total cash, cash equivalents and investments</b>	<b>11,971</b>	<b>17,468</b>
Less: Externally restricted cash, cash equivalents and investments	<u>(9,218)</u>	<u>(11,262)</u>
<b>Cash, cash equivalents and investments not subject to external restrictions</b>	<b>2,753</b>	<b>6,206</b>
<b>External restrictions</b>		
<b>External restrictions – included in liabilities</b>		
External restrictions included in cash, cash equivalents and investments above comprise:		
Cwcoma roadside mapping	7	7
Specific purpose unexpended grants – general fund	<u>2,232</u>	<u>3,851</u>
<b>External restrictions – included in liabilities</b>	<b>2,239</b>	<b>3,858</b>
<b>External restrictions – other</b>		
External restrictions included in cash, cash equivalents and investments above comprise:		
Transport for NSW contributions	–	420
Other Contributions - Library	6	6
Specific purpose unexpended grants (recognised as revenue) – general fund	4,627	3,992
Water fund	613	817
Sewer fund	1,639	2,013
Domestic waste management	94	156
<b>External restrictions – other</b>	<b>6,979</b>	<b>7,404</b>
<b>Total external restrictions</b>	<b>9,218</b>	<b>11,262</b>

Cash, cash equivalents and investments subject to external restrictions are those which are only available for specific use by Council due to a restriction placed by legislation or third-party contractual agreement.

# WARREN SHIRE COUNCIL

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ITEM 6

REVIEW OF COUNCIL'S 2023/2024 OPERATIONS REPORT

CONTINUED

Warren Shire Council | Notes to the Financial Statements 30 June 2024

## G4 Statement of performance measures

### G4-1 Statement of performance measures – consolidated results

\$ '000	Amounts 2024	Indicator 2024	Indicators 2023	Indicators 2022	Benchmark
<b>1. Operating performance ratio</b>					
Total continuing operating revenue excluding capital grants and contributions less operating expenses <sup>1,2</sup>	6,951	24.73%	32.93%	27.11%	> 0.00%
<u>Total continuing operating revenue excluding capital grants and contributions <sup>1</sup></u>	<u>28,107</u>				
<b>2. Own source operating revenue ratio</b>					
Total continuing operating revenue excluding all grants and contributions <sup>1</sup>	12,651	39.73%	34.01%	34.27%	> 60.00%
<u>Total continuing operating revenue <sup>1</sup></u>	<u>31,845</u>				
<b>3. Unrestricted current ratio</b>					
Current assets less all external restrictions	13,497	5.87x	5.30x	5.87x	> 1.50x
<u>Current liabilities less specific purpose liabilities</u>	<u>2,298</u>				
<b>4. Debt service cover ratio</b>					
Operating result before capital excluding interest and depreciation/impairment/amortisation <sup>1</sup>	10,718	41.54x	51.64x	38.59x	> 2.00x
<u>Principal repayments (Statement of Cash Flows) plus borrowing costs (Income Statement)</u>	<u>258</u>				
<b>5. Rates and annual charges outstanding percentage</b>					
Rates and annual charges outstanding	621	8.36%	7.83%	5.38%	< 10.00%
<u>Rates and annual charges collectable</u>	<u>7,424</u>				
<b>6. Cash expense cover ratio</b>					
Current year's cash and cash equivalents plus all term deposits	11,971	7.18	13.79	11.38	> 3.00
<u>Monthly payments from cash flow of operating and financing activities</u>	<u>1,667</u>	months	months	months	months

(1) Excludes fair value increments on investment properties, reversal of revaluation decrements, reversal of impairment losses on receivables, net gain on sale of assets and net share of interests in joint ventures and associates using the equity method and includes pensioner rate subsidies

(2) Excludes impairment/revaluation decrements of IPPE, fair value decrements on investment properties, net loss on disposal of assets and net loss on share of interests in joint ventures and associates using the equity method

# WARREN SHIRE COUNCIL

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## ITEM 6 REVIEW OF COUNCIL'S 2023/2024 OPERATIONS REPORT

CONTINUED

Warren Shire Council | Notes to the Financial Statements 30 June 2024

### G4-2 Statement of performance measures by fund

\$ '000	General Indicators <sup>3</sup>		Water Indicators		Sewer Indicators		Benchmark
	2024	2023	2024	2023	2024	2023	
<b>1. Operating performance ratio</b>							
Total continuing operating revenue excluding capital grants and contributions less operating expenses <sup>1,2</sup>	26.89%	34.41%	(18.80)%	5.68%	7.14%	17.88%	> 0.00%
Total continuing operating revenue excluding capital grants and contributions <sup>1</sup>							
<b>2. Own source operating revenue ratio</b>							
Total continuing operating revenue excluding capital grants and contributions <sup>1</sup>	36.72%	30.16%	72.56%	95.95%	98.81%	98.86%	> 60.00%
Total continuing operating revenue <sup>1</sup>							
<b>3. Unrestricted current ratio</b>							
Current assets less all external restrictions	5.87x	5.30x	14.25x	18.58x	11.79x	15.81x	> 1.50x
Current liabilities less specific purpose liabilities							
<b>4. Debt service cover ratio</b>							
Operating result before capital excluding interest and depreciation/impairment/amortisation <sup>1</sup>	210.92x	261.56x	2.46x	7.69x	1.65x	2.43x	> 2.00x
Principal repayments (Statement of Cash Flows) plus borrowing costs (Income Statement)							
<b>5. Rates and annual charges outstanding percentage</b>							
Rates and annual charges outstanding	6.20%	6.04%	16.39%	14.80%	18.49%	16.64%	< 10.00%
Rates and annual charges collectable							
<b>6. Cash expense cover ratio</b>							
Current year's cash and cash equivalents plus all term deposits	6.05	12.49	14.89	14.52	88.20	51.51	> 3.00
Monthly payments from cash flow of operating and financing activities	months	months	months	months	months	months	months

(1) - (2) Refer to Notes at Note G5-1 above.

(3) General fund refers to all of Council's activities except for its water and sewer activities which are listed separately.

# WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration  
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ITEM 7      SEPTEMBER 2024 QUARTERLY REPORT

(A1-4.43)

## RECOMMENDATION:

That amendments to the annual budget forming the September 2024 Quarterly Budget Review Statement be authorised.

## PURPOSE

To advise Council and make any necessary amendments to the adopted 2024/2025 Operational Plan that may be required throughout the financial year.

## BACKGROUND

Clause 203 *"Budget review statements and revision of estimates"* of the Local Government (General) Regulation, 2005 requires Council to:

- 1) *"Not later than 2 months after the end of each quarter (except the June quarter), the responsible accounting officer of a council must prepare and submit to the council a budget review statement that shows, by reference to the estimate of income and expenditure set out in the statement of the council's revenue policy included in the operational plan for the relevant year, a revised estimate of the income and expenditure for that year.*
- 2) *A budget review statement must include or be accompanied by:*
  - a. *a report as to whether the responsible accounting officer believes that the statement indicates that the financial position of the council is satisfactory, having regard to the original estimate of income and expenditure, and*
  - b. *if that position is unsatisfactory, recommendations for remedial action.*
- 3) *A budget review statement must also include any information required by the Code to be included in such a statement."*

## REPORT

As Council's responsible accounting officer, I have included in the attachments a balanced September 2024 Budget Review document covering the period 1<sup>st</sup> July 2024 to 30<sup>th</sup> September 2024.

The summarised September 2024 Budget Review document included in this report has a brief explanation in the "Comments on Adjustment" column of the reason for a required variation to the adopted 2024/2025 Operational Plan & Estimates.

A summary of adjustments can be found in the following detailed summary report offered, however as an overview of relevant budget adjustments:

- Increase of budget for Sewer Fund CCTV inspections \$200,000.
- Decrease of budget for third Evaporative pond Tiger Bay \$200,000.
- Increase budget for FAG revenue \$18,816.59
- Increase of Block Grant income \$20,000.
- Increase expenditure on the Pool Refurbishment \$81,000, taken from infrastructure reserve as per prior reports to Council.
- Increase expenditure on Victoria Park Amenities \$202,549.88, taken from infrastructure reserve as per prior reports to Council.
- 

Should any Councillor require further explanation on details contained within the document you are invited to contact the Divisional Manager of Finance & Administration.

# WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration  
to the Ordinary Meeting of Council to be held in the  
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**ITEM 7                    SEPTEMBER 2024 QUARTERLY BUDGET REVIEW**

**CONTINUED**

**FINANCIAL AND RESOURCE IMPLICATIONS**

Nil.

**LEGAL IMPLICATIONS**

N/A.

**RISK IMPLICATIONS**

N/A.

**STAKEHOLDER CONSULTATION**

N/A.

**OPTIONS**

N/A.

**CONCLUSION**

The September 2024 Budget Review is to provide Council and the Community with an update on the progress of the adopted 2024/2025 Operational Plan incorporating any variances to the original document as required.

**LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN**

5.3.2 Create a productive and cooperative working environment for Councillors to support their governance responsibilities. (Provide timely, accurate and relevant reporting and information to Councillors to enable informed decision making.)

**SUPPORTING INFORMATION / ATTACHMENTS**

1. Responsible Accounting Officers Statement;
2. Summary of Income & Expenditure by Activity (including Capital by fund);
3. Summary report in detail;

# WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration  
to the Ordinary Meeting of Council to be held in the  
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ITEM 7

SEPTEMBER 2024 QUARTERLY BUDGET REVIEW

CONTINUED

Warren Shire Council

Quarterly Budget Review Statement  
for the period 01/07/2024 to 30/09/2024

## Report by Responsible Accounting Officer

The following statement is made in accordance with Clause 203(2) of the Local Government (General) Regulations 2005:

**30 September 2024**

It is my opinion that the Quarterly Budget Review Statement for Warren Shire Council for the quarter ended 30/09/2024 indicates that Council's projected financial position at 30/6/2025 will be satisfactory at year end, having regard to the projected estimates of income and expenditure and the original budgeted income and expenditure.

Signed: \_\_\_\_\_



Date:

23/10/2024

Mr Bradley Pascoe  
Responsible Accounting Officer

**WARREN SHIRE COUNCIL**  
 Report of the Divisional Manager of Finance and Administration  
 to the Ordinary Meeting of Council to be held in the  
 Council Chambers, Warren on Thursday 24<sup>th</sup> October 2024

ITEM 7      SEPTEMBER 2024 QUARTERLY BUDGET REVIEW

CONTINUED

**WARREN SHIRE COUNCIL**  
**SEPTEMBER 2024 - BUDGET REVIEW**

Council Functions	Annual Original	Variance From	Annual	Actuals Incl	Budget	%	Annual	Adjustment	%	Annual	Variance	Annual	Actuals Incl	Budget	%	Annual	Adjustment	%
	Budget	Original	Amended	Commitments	Remaining	Expended	Amended	Required	Expended	Budget	From Original	Amended	Commitments	Remaining	Expended	Amended	Required	Expended
<b>INCOME</b>																		
<b>General Fund</b>																		
General Purpose Income	(10,304,397)	0	(10,304,397)	(5,924,369)	(4,380,028)	57%	(10,323,214)	(18,817)	57%	0	0	0	0	0	0%	0	0	0%
Governance	0	0	0	0	0	0%	0	0	0%	846,331	0	846,331	223,459	622,872	26%	846,331	0	26%
Administration	(311,000)	0	(311,000)	(81,108)	(229,892)	26%	(311,000)	0	26%	4,494,998	0	4,494,998	1,008,546	3,486,452	22%	4,494,998	0	22%
Public Order & Safety	(8,929)	0	(8,929)	(161)	(8,768)	2%	(8,929)	0	2%	810,238	0	810,238	95,600	714,638	12%	810,238	0	12%
Health	(728)	0	(728)	0	(728)	0%	(728)	0	0%	250,171	0	250,171	66,942	183,229	27%	250,171	0	27%
Environment	(6,996,015)	0	(6,996,015)	(212,333)	(6,783,682)	3%	(6,996,015)	0	3%	950,471	0	950,471	297,159	653,312	31%	950,471	0	31%
Community Services & Education	(91,140)	0	(91,140)	(21,130)	(70,010)	23%	(91,140)	0	23%	94,829	0	94,829	13,732	81,097	14%	94,829	0	14%
Housing & Comm. Amenities	(232,101)	0	(232,101)	(22,446)	(209,655)	10%	(232,101)	0	10%	296,113	0	296,113	85,484	210,629	29%	296,113	0	29%
Recreation & Culture	(1,052,855)	0	(1,052,855)	(1,234,087)	181,232	117%	(1,052,855)	0	117%	2,310,998	0	2,310,998	494,362	1,816,636	21%	2,310,998	0	21%
Mining, Manufacturing & Const.	(120,000)	0	(120,000)	(1,707)	(118,293)	1%	(120,000)	0	1%	75,926	0	75,926	2,459	73,467	3%	75,926	0	3%
Transport & Communication	(18,054,938)	0	(18,054,938)	1,040,018	(19,094,956)	-6%	(18,074,938)	(20,000)	-6%	7,253,153	0	7,253,153	2,894,013	4,359,140	40%	7,253,153	0	40%
Economic Services	(11,203)	0	(11,203)	(92,334)	81,131	824%	(11,203)	0	824%	877,884	0	877,884	235,145	642,739	27%	877,884	0	27%
From Restricted Funds - Capital Items	(575,099)	0	(575,099)	0	(575,099)	0%	(858,649)	(283,550)	0%	0	0	0	0	0	0%	0	0	0%
<b>General Fund Operating Totals</b>	<b>(37,758,405)</b>	<b>0</b>	<b>(37,758,405)</b>	<b>(6,549,657)</b>	<b>(31,208,748)</b>	<b>17%</b>	<b>(38,080,772)</b>	<b>(322,366)</b>	<b>17%</b>	<b>18,261,112</b>	<b>0</b>	<b>18,261,112</b>	<b>5,416,901</b>	<b>12,844,211</b>	<b>30%</b>	<b>18,261,112</b>	<b>0</b>	<b>30%</b>
<b>Water Fund</b>																		
Water Supplies	(923,930)	0	(923,930)	(566,117)	(357,813)	61%	(923,930)	0	61%	1,099,387	0	1,099,387	203,544	895,843	19%	1,099,387	0	19%
From Restricted Funds - Capital Items	(208,378)	0	(208,378)	0	(208,378)	0%	(208,378)	0	0%									
<b>Water Fund Operating Totals</b>	<b>(1,132,308)</b>	<b>0</b>	<b>(1,132,308)</b>	<b>(566,117)</b>	<b>(566,191)</b>	<b>50%</b>	<b>(1,132,308)</b>	<b>0</b>	<b>50%</b>	<b>1,099,387</b>	<b>0</b>	<b>1,099,387</b>	<b>203,544</b>	<b>895,843</b>	<b>19%</b>	<b>1,099,387</b>	<b>0</b>	<b>19%</b>
<b>Sewerage Fund</b>																		
Sewerage Services	(755,847)	0	(755,847)	(629,851)	(125,996)	83%	(755,847)	0	83%	805,746	0	805,746	58,618	747,128	7%	805,746	0	7%
From Restricted Funds - Capital Items	(1,283,470)	0	(1,283,470)	0	(1,283,470)	0%	(1,283,470)	0	0%									
<b>Sewerage Fund Operating Totals</b>	<b>(2,039,317)</b>	<b>0</b>	<b>(2,039,317)</b>	<b>(629,851)</b>	<b>(1,409,466)</b>	<b>31%</b>	<b>(2,039,317)</b>	<b>0</b>	<b>31%</b>	<b>805,746</b>	<b>0</b>	<b>805,746</b>	<b>58,618</b>	<b>747,128</b>	<b>7%</b>	<b>805,746</b>	<b>0</b>	<b>7%</b>
<b>All Funds Operating Totals</b>	<b>(40,930,030)</b>	<b>0</b>	<b>(40,930,030)</b>	<b>(7,745,625)</b>	<b>(33,184,405)</b>	<b>19%</b>	<b>(41,252,397)</b>	<b>(322,366)</b>	<b>19%</b>	<b>20,166,245</b>	<b>0</b>	<b>20,166,245</b>	<b>5,679,063</b>	<b>14,487,182</b>	<b>28%</b>	<b>20,166,245</b>	<b>0</b>	<b>28%</b>
<b>Capital</b>																		
General Fund Capital	0	0	0	0	0	0%	0	0	0%	15,476,310	0	15,476,310	7,758,920	7,717,390	50%	15,759,860	283,550	49%
Water Fund Capital	0	0	0	0	0	0%	0	0	0%	206,335	0	206,335	5,469	0	3%	206,335	0	3%
Sewerage Fund Capital	0	0	0	0	0	0%	0	0	0%	603,265	0	1,378,265	121,883	1,256,382	9%	1,378,265	0	9%
<b>Total Capital</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0%</b>	<b>0</b>	<b>0</b>	<b>0%</b>	<b>16,285,910</b>	<b>0</b>	<b>17,060,910</b>	<b>7,886,272</b>	<b>8,973,772</b>	<b>46%</b>	<b>17,344,460</b>	<b>283,550</b>	<b>45%</b>
<b>Total Operating &amp; Capital</b>	<b>(40,930,030)</b>	<b>0</b>	<b>(40,930,030)</b>	<b>(7,745,625)</b>	<b>(33,184,405)</b>	<b>19%</b>	<b>(41,252,397)</b>	<b>(322,366)</b>	<b>19%</b>	<b>36,452,155</b>	<b>0</b>	<b>37,227,155</b>	<b>13,565,335</b>	<b>23,460,954</b>	<b>36%</b>	<b>37,510,705</b>	<b>283,550</b>	<b>36%</b>