



MINUTES

Budget, Review and Finance Committee Meeting

4 May 2021 – 10:30am, Council Chambers

Attendees:

Cr I Strutt (Deputy Mayor - Chair)

Cr M Dusing (departed 11.45 – returned 1:52pm)

Cr R Crouch

Cr N Ledger

Cr L Sampson (arrived 10.44am)

Cr T Toomey

Cr R Bell

General Manager – Kate Jessep

Chief Financial Officer – Simon Paul

Executive Manager, Corporate Services – Christine Valencius (departed 12.45pm)

Coordinator, Governance & Risk

Manager, Planning & Development – Matt Clarkson (item 9.5 only)

Heidi McElnea, Communications Officer

Minute Clerk – Wendy Westbrook

Apologies:

Cr O'Connor on leave

Mayor M Pearce

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1 MEETING OPEN

The Chair declared the meeting open at 12:32pm.

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

Moved: Cr Dusting/Seconder: Cr Crouch

The chair noted apologies from Cr Pearce (will be absent) Cr Sampson (will be arriving late) and Cr Dusting (leaving at 11:45am)

BRFC01.05/21 CARRIED UNANIMOUSLY

7 DISCLOSURE AND DECLARATIONS OF INTEREST

There were no disclosure or declarations made.

8 CONFIRMATION OF MINUTES

8.1 Minutes from the 13 April 2021 Budget Review & Finance Committee Meeting.

MOTION Moved: Cr Crouch / Seconded: Cr Dusting

Minutes of, Budget, Review and Finance Committee Meeting held 13 April 2021.

MOTION Moved: Cr / Seconded: Cr

That Council adopt the minutes of the Budget, Review and Finance Committee meeting held 13 April 2021, as a true and correct record.

FOR: Crs M Dusting, B Crouch, N Ledger, T Toomey, R Bell, I Strutt

AGAINST: Nil

BRFC02.05/21 CARRIED UNANIMOUSLY

9 REPORTS

9.1 Horizontal Service Review Progress

MOTION Moved: Cr Crouch / Seconded: Cr Dusting

That the Committee note the progress on Horizontal Service Review recommendations from the Committee meeting of 9 February 2021 as detailed in table 1 of this report.

FOR: Crs M Dusting, B Crouch, N Ledger, T Toomey, R Bell, I Strutt.

AGAINST: Nil

BRFC03.05/21 CARRIED UNANIMOUSLY

9.2 Progress on Recommendations from BR&FC Meeting 13 April 2021

MOTION Moved: Cr Crouch / Seconded: Cr Ledger

That the Committee note the progress on recommendations from the Committee meeting of 13 April 2021 as detailed in table 1 of this report.

FOR: Crs M Dusting, B Crouch, N Ledger, I Strutt.

AGAINST: Crs T Toomey, R Bell

BRFC04.05/21 CARRIED

Cr Sampson arrived at meeting 10:44am.

9.3 Review of Councillor Proposals to Help Balance the Budget for 2021/2022

MOTION Moved: Cr Crouch / Seconded: Cr Dusting

That the Committee advise Council that the report on the proposals has been received and will be further considered as part of agenda Item 9.9.

FOR: Crs M Dusting, B Crouch, L Sampson, N Ledger, T Toomey, R Bell, I Strutt.

AGAINST: Nil

BRFC05.05/21 CARRIED UNANIMOUSLY

9.4 Community Engagement Progress Report

MOTION Moved: Cr Bell / Seconded: Cr Ledger

That the contents of this report and attachment be received by the Committee.

FOR: Crs M Dusting, B Crouch, L Sampson, N Ledger, T Toomey, R Bell, I Strutt.

AGAINST: Nil

BRFC06.05/21 CARRIED UNANIMOUSLY

9.5 Section 7.12 Plans – Development Consent Levies

Cr Dusting left the meeting as per Item 5 at 11.45am.

MOTION Moved: Cr Crouch / Seconded: Cr Bell

The Committee recommend to Council that consideration be given to the application of 7.12 Development Consent levies at:

- 0.0% for all development valued at \$100,000 or less;
- 0.5% for all development valued at \$100,001 up to \$200,000; and
- 1.0% for all development valued in excess of \$200,000;

subject to the development:

- a) not otherwise being covered by an existing development contribution plan; or
- b) not otherwise being exempt from contributions.

FOR: Crs B Crouch, L Sampson, N Ledger, T Toomey, R Bell, I Strutt.

AGAINST: Nil

BRFC07.05/21 CARRIED UNANIMOUSLY

The Chair called for an adjournment:

The meeting adjourned at 11:53am

The meeting returned at 12:06pm

PROCEDURAL MOTION Moved: Cr Crouch / Seconded: Cr Ledger

Move Item 9.6 be considered after 9.8 in conjunction with item 9.9.

FOR: Crs B Crouch, L Sampson, N Ledger, T Toomey, R Bell, I Strutt.

AGAINST: Nil.

BRFC08.05/21 CARRIED UNANIMOUSLY

9.7 Explanation of Increase in Water Fund Depreciation Expenditure

MOTION Moved: Cr Crouch / Seconded: Cr Sampson

That the Committee note the report.

FOR: Crs B Crouch, L Sampson, N Ledger, I Strutt.

AGAINST: R Bell, T Toomey.

BRFC09.05/21 CARRIED

9.8 Explanation of Increase in Water Fund Operating Expenditure

MOTION Moved: Cr Bell / Seconded: Cr Crouch

That the Committee note the report.

FOR: Crs B Crouch, L Sampson, N Ledger, T Toomey, R Bell, I Strutt.

AGAINST: Nil

BRFC10.05/21 CARRIED UNANIMOUSLY

9.6 Draft Operational Plan 2021/22

MOTION Moved: Cr Sampson / Seconded: Cr Bell

That the Committee receive the Draft Operational Plan 2021/22 version 0.1 and recommend that draft version 0.2 be presented to Council at its Ordinary Council meeting in May 2021 including the following amendments:

- a) 4.1.4.1.1 Advocate the needs of the Shire to State and Federal Governments including Telco/mobile service coverage and State Significant Development fees to be paid directly to Council; and
- b) Add an action:
 - a. Customer service - service review (in-house);
 - b. Amend in the 2021/22 Operational Plan an action to undertake consultation for a Special Rate Variation, with timing subject to a decision of the 2021-23 term of council;
 - c. Amend 2.2.2.1.5 'Apply for grant funding and, subject to securing grant funding, commence construction of Stage 1 (or 1A) of the Rowan Avenue, Uralla, light industrial subdivision, together with undertaking community consultation and obtaining approvals as required;

FOR: Crs B Crouch, L Sampson, T Toomey, R Bell, I Strutt

AGAINST: N Ledger

BRFC11.05/21 **CARRIED**

Cr Sampson left the meeting 12:48pm.

Cr Sampson returned to meeting at 12:50pm

The Chair called for a break at 1:00pm

The Chair resumed the meeting at 1:13pm

Cr Bell left the meeting 1:25pm

Cr Bell returned to meeting at 1:26pm

Cr Ledger left the meeting 1:46pm

Cr Ledger returned to the meeting 1:47

Cr Dusting returned to the meeting 1:52pm

9.9 Preparation of Version 0.3 of Draft 2021/22 Budget

MOTION Moved: Cr Dusting / Seconded: Cr Toomey

That the Committee recommends to Council that version 0.3 of the Draft Budget 2021-22 be prepared for public consultation with the following inclusions/exclusions:

- a) Continue to review the service standards to assess the reductions/savings possible.
- b) Reduce community grants scheme to \$10,000 per annum;
- c) Cease provision for restoration of quarries and pits by \$20,000;
- d) Remove budget for COVID related costs saving \$13,000 subject to COVID 19 restrictions;
- e) Review the plant replacement program;
- f) Reduce operating hours for customer service by a minimum of one hour per day in casual staff by closing customer service one hour per day for lunch, saving \$12,900;

- g) Undertake an assessment of:
 - a. staff turnover from termination to recruitment period and possible vacancy dollar (\$) savings; and
 - b. savings in wages in vacancy periods over the past 3 years;
- h) Assessment of the cost benefit of waste collection in-house compared to contracted services;
- i) Not seal gravel roads or build footpaths (not extend the sealed road network or the footpath network) unless fully funded by grant funding.

FOR: Crs B Crouch, L Sampson, T Toomey, R Bell, I Strutt.

AGAINST: N Ledger

BRFC12.05/21 CARRIED

10 CONFIDENTIAL BUSINESS

Nil

11 NEXT MEETING

Date of next BRFC meeting is 8 June 2021 commencing 12:30pm.

12 MEETING CLOSED

Meeting closed at 2:59pm.

13 CONFIRMATION OF MINUTES

COUNCIL MINUTES CONFIRMED BY:	
RESOLUTION NUMBER:	
DATE:	
CHAIR:	Deputy Mayor, Cr Isabel Strutt
Presented to Council	Ordinary Meeting 25 May 2021