



MINUTES

Finance Advisory Committee Meeting

10 May 2022 – 4:00pm - Council Chambers

Councillor Attendee's:

Deputy Mayor Cr R Crouch
Cr T Bower
Cr S Burrows
Cr L Doran
Cr B McMullen
Cr T O'Connor
Cr L Petrov (Zoom) left meeting 6:31pm
Cr T Toomey

Apologies:

Mayor R Bell
Cr T O'Connor

Staff Attendee's:

General Manager – Ms K Jessep
Chief Financial Officer/Director Corporate Services – Mr S Paul
Director, Infrastructure of Development – Mr T Seymour
Director Community Services – Ms C Valencius
Manager, Governance - Ms N Heaton
Minute Clerk – Wendy Westbrook

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UNCONFIRMED

1 MEETING OPEN

The Chair declared the meeting open at 4pm.

2 WELCOME

The Chair welcomed attendees to the meeting.

3 ACKNOWLEDGEMENT OF COUNTRY

The Chair acknowledged Country and Elders past and present.

4 WEBCAST INFORMATION

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

5 APOLOGIES, REQUESTS FOR LEAVE OF ABSENCE AND OBSERVERS

The Chair advised there were apologies from Mayor Bell and Cr O'Connor.

The Chair advised Cr Petrov will be joining the meeting via Zoom.

6 DISCLOSURE AND DECLARATIONS OF INTEREST

Nil

7 CONFIRMATION OF MINUTES

7.1 MINUTES FROM THE 19 APRIL 2022 BUDGET REVIEW & FINANCE COMMITTEE MEETING.

Council adopted the minutes of the Budget Review and Finance Committee Meeting held 19 April 2022 at Council 24 April 2022 meeting as a true and correct record.

8 LATE, URGENT & SUPPLEMENTARY ITEM

Nil

9 REPORTS

9.1 DRAFT DELIVERY PROGRAM 2022-2025

MOTION Moved: Cr Doran / Seconded: Cr Burrows

- I. That the Committee request the draft Delivery Program include the following adjustments:
 - a. Add under 3.3 Establish and operate Bundarra waste transfer service.
 - b. Add an activity regarding development of the Council owned industrial land site.
 - c. Review wording of proposed projects to clarify the future decision points and resourcing; for example, seek funding opportunities to enable the option to expand McMaugh Gardens.
 - d. Add under 2.1:
 - i. Investigate opportunities to apply for suitable grants to facilitate vehicle charging without increasing cost to rate payers.
 - ii. Advocacy for opportunities and benefits from the NEREZ without increasing the cost to rate payers.
 - e. Add: Investigate opportunities to apply for suitable grants to facilitate events in the community.
 - f. Under 3.2 consider adding another activity that promotes appropriate developer contribution (wording to be developed)
 - g. Under 3.3 consider adding areas of waste disposal coming from developers as an opportunity for Uralla Shire (wording to be developed)
 - h. Under 4.1 consider adding: engage and collaborate with groups, businesses and potential developers (wording to be developed)
 - i. Include diagram on pg 11 of the report into the document.
- II. That the Finance Advisory Committee recommends to Council that the Draft Delivery Program 2022-2025, as amended, be placed on public exhibition from 25 May 2022 to 22 June 2022 and that a report be presented to the 28 June 2022 Ordinary Council meeting to enable adoption of the document.

For: Crs Burrows, Toomey, Bowers, Doran, McMullen, Crouch

Against: Nil

Absent: Cr Petrov

FAC01.10/22 CARRIED

9.2 DRAFT OPERATIONAL PLAN 2022-2023

MOTION Moved: Cr McMullen / Seconded: Cr Petrov

- I. That the Committee request the draft Operational Plan include the following adjustments:
- a. Add action: organisation-wide desk-top service review and benchmarking to assess service levels and costs so that the need for savings/efficiencies and additional revenue can be assessed
 - b. on p43 add the Wordsworth for advertising purposes
 - c. add the service area income, expenditure and FTE
 - d. cost benefit analysis for items on page 53 (wording to be developed)
 - e. review the wording arising from workforce strategy (wording to be developed)
 - f. 2.2.5.2 review the performance measure from point of lodgement
 - g. 2.2.6.1 review deadline if that could be inserted
 - h. Asset Management Plans scheduled for review to be identified as reviewed by March 2023.
 - i. Review action(s) with community groups such as ZNet Water Project
 - j. 3.1.45 – change numbering to 3.1.5
 - k. 3.3.2.1 add specifics investigate increased recycling opportunities in public spaces
 - l. 3.3.6.2 & 3.3.6.3 change the measure to March 2023
 - m. 4.2.2 add to the action v1 by March 2023
- II. That the Finance Advisory Committee recommends to Council that the *Draft Operational Plan 2022-2023*, as amended, be placed on public exhibition from 25 May 2022 to 22 June 2022 and that a report be presented to the 28 June 2022 Ordinary Council meeting to enable adoption of the document.

For: Crs, McMullen, Crouch, Petrov
Against: Crs Burrows, Toomey, Bowers, Doran
Absent: Nil
LOST

Cr McMullen left the meeting 6:19pm

Cr McMullen returned to the meeting 6:22pm

Chair called for short adjournment 6:31pm

Cr Petrov left the meeting 6:31pm

The Chair resumed the meeting at 6:45pm

9.3 DRAFT BUDGET 2022-2023 VERSION 3

MOTION Moved: Cr Bower / Seconded: Cr Toomey

- I. That Council receive the following information:
 - a. Cost of contractor vs in-house waste collection services
 - b. Cost and proposed benefits of any new project in the draft budget
 - c. Provide a detailed Profit and Loss report

- II. That the Committee recommend Council consider the draft 2022-2023 budget, and any further amendments arising from that information, in order to determine the final draft for public exhibition for a period of 28 days.

For: Crs, McMullen, Crouch, Burrows, Toomey, Bowers, Doran

Against : Nil

Absent: Cr Petrov

FAC02.10/22 CARRIED

9.4 FEES & CHARGES

MOTION Moved: Cr Crouch / Seconded: Cr McMullen

That the Finance Advisory Committee considered the draft of Fees and Charges for 2022-23 at the 10 May 2022 meeting and recommend to Council that the schedule of draft Fees and Charges 2022-23 be placed on public exhibition.

For: Crs, McMullen, Crouch, Burrows, Toomey, Bowers, Doran

Against : Nil

Absent: Cr Petrov

FAC03.10/22 CARRIED

9.5 DRAFT ASSET MANAGEMENT PLANS

MOTION Moved: Cr McMullen / Seconded: Cr Burrows

RECOMMENDATION:

- I. That the Finance Committee consider the draft Asset Management Plans attached to this report:
 - a. Plant and Equipment Asset Management Plan (Attachment 1)
 - b. Buildings Asset Management Plan (Attachment 2)
 - c. Transport Asset Management Plan (Attachment 3)
 - d. Stormwater Drainage Asset Management Plan (Attachment 4)
 - e. Water Asset Management Plan (Attachment 5)
 - f. Sewerage Asset Management Plan (Attachment 6)
 - g. Open Spaces and Recreation Asset Management Plan (Attachment 7)
- II. That the Committee request the draft Asset Management Plans include the following adjustments:
 - a. Update reference to vision, mission and strategies per new draft community strategic plan
 - b. Update reference to integrated planning and reporting diagram per report to Committee
 - c. Update the Building Asset Management Plan with detailed CAPEX renewal and delete "on average per year" from 1.3.1
 - d. Update the TAMP ten-year forecast at section 6.1.1 to run from 2021-22 per the appendix.
 - e. Update the Storm Water AMP to add reference to the Stormwater levy at section 7.2
 - f. All draft AMPs to be clearly marked as "draft" on all pages
- III. That the Committee recommend to Council that the draft Asset Management Plans, as amended, be presented to the May Ordinary Council meeting for placing on public exhibition for a period of 28 days.

For: Crs, McMullen, Crouch, Burrows, Toomey, Bowers, Doran

Against: Nil

Absent: Cr Petrov

FAC04.10/22 CARRIED

10 CONFIDENTIAL BUSINESS

Nil

11 MEETING CLOSED

Meeting closed at 7:33pm

12 CONFIRMATION OF MINUTES

COUNCIL MINUTES CONFIRMED BY:	
RESOLUTION NUMBER:	
DATE:	
CHAIR:	Mayor Robert Bell
Presented to Council	Ordinary Meeting 24 May 2022

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