



# **URALLA SHIRE COUNCIL BUSINESS PAPER**

## **BUDGET REVIEW AND FINANCE COMMITTEE MEETING**

**11 June 2019**

Uralla Shire Council  
Budget Review and Finance Committee  
Business Paper – 11 June 2019

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**- A G E N D A -**

# **Budget Review & Finance Committee Meeting**

**11 June 2019, 12:30pm, Council Chambers**

- 1. Opening & Welcome**
- 2. Acknowledgement of Country**
- 3. Apologies, Requests for Leave of Absence**
- 4. Disclosures & Declaration of Interests**
- 5. Announcements**
- 6. Confirmation of Minutes**
- 7. Urgent Supplementary & Late Items of Business**
- 8. Reports to Committee**
- 9. Motions on Notice**
- 10. Confidential Business**
- 11. Meeting Close**

1. **OPENING & WELCOME**
2. **ACKNOWLEDGEMENT OF COUNTRY**
3. **APOLOGIES, REQUESTS FOR LEAVE OF ABSENCE**
4. **DISCLOSURES & DECLARATIONS OF INTEREST**
5. **ANNOUNCEMENTS**
6. **CONFIRMATION OF MINUTES**

**Minutes to be confirmed at the 11 June 2019 Meeting:**

- Budget Review and Finance Committee Meeting held 14 May 2019 (copy enclosed)



## MINUTES

# Budget Review & Finance Committee Meeting

14 May 2019, 12:30pm, Council Chambers

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## Minutes of the Budget Review & Finance Committee Meeting held at 14 May, 12:30pm, Council Chambers

### ATTENDANCE

Present were the Chairperson Cr R Crouch (Deputy Mayor), and Councillors, R Bell, N Ledger, T O'Connor, L Sampson, and I Strutt, General Manager (Mr A Hopkins), Director Infrastructure and Development (Mr T Seymour), Chief Financial Officer (Mr S Paul), Minute Clerk (G Stratton).

### 1. OPENING & WELCOME

*The Chair declared the meeting opened at 12:32pm.*

### 2. PRAYER

*The Chair recited the Uralla Shire Council prayer.*

### 3. ACKNOWLEDGEMENT OF COUNTRY

*The Uralla Shire Council recognises the traditional inhabitants of the land on which this meeting is being held and acknowledge Aboriginal Elders past and present and pays respect to them and their heritage.*

### 4. APOLOGIES, REQUESTS FOR LEAVE OF ABSENCE

*The Chair advised receipt of an apology from Crs M Dusing, M Pearce and T Toomey.*

### MOTION (Crs I Strutt / L Sampson)

*That the Committee accept the apologies from Crs M Dusing, M Pearce and T Toomey.*

**BRFC8/19 CARRIED**

*The Chair advised there were no requests for Leave of Absence.*

### 5. DISCLOSURES & DECLARATION OF INTERESTS

*The Chair outlined details of pecuniary and non-pecuniary Conflict of Interest Declarations received.*

- Cr R Crouch declared an interest in Report 1 as a member of the Uralla Business Chamber.
- Cr T O'Connor declared an interest in the urgent item of business to be tabled at the meeting.

### 6. CONFIRMATION OF MINUTES

Minutes to be confirmed at the 14 May 2019 Meeting:

- Minutes of the Budget Review and Finance Committee Meeting held 9 April 2019.

*The Chair referred Councillors to the minutes and called for any amendments.*

*There were no amendments requested by Councillors.*

### MOTION (Crs I Strutt / T O'Connor)

*That the Committee confirm the minutes, as a true and accurate record of the Budget Review and Finance Committee meeting held 9 April 2019.*

**BRFC9/19 CARRIED**

**Minutes of the Budget Review & Finance Committee Meeting  
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**7. URGENT, SUPPLEMENTARY & LATE ITEMS OF BUSINESS**

*The Chair advised there was an urgent, supplementary or late item of business.*

- Cr T O'Connor requested to include within Item 8 in conjunction with Report 1 an item of support for the "Bundarra Castle Playspace" Project to include within the My Community Project fund.

**MOTION (Cr T O'Connor / L Sampson)**

That council include within Item 8 in conjunction with Report 1 an item of support for the "Bundarra Castle Playspace" Project as an additional My Community Project fund.

**BRFC10/19 CARRIED**

**PROCEDURAL MOTION (Crs T O'Connor / N Ledger)**

That the Committee adjourn the meeting at 12:39pm to hold an Extraordinary Meeting of Council.

**BRFC11/19 CARRIED**

**PROCEDURAL MOTION (Crs R Bell / L Sampson)**

That the Committee resume the meeting at 1:23pm.

**BRFC12/19 CARRIED**

**8. REPORTS TO COMMITTEE**

Department: General Manager's Office  
Submitted by: General Manager  
Reference/Subject: Report #1 – Request from Uralla Chamber for Support for New Toilet Facility in Central Business Area of Uralla

*Cr R Crouch, having previously declared a conflict of interest, left the meeting at 1:25pm.*

*As the Chair left the meeting, the General Manager called for nominations for a member of the Committee to Chair the meeting.*

*Nominations were received for Crs I Strutt and N Ledger.*

*A vote was held and Cr I Strutt was elected Chairperson in the absence of the Deputy Mayor.*

**OFFICER'S RECOMMENDATION:**

That the Committee recommend to Council that:

**Option A**

- 1) Written support be given to the Uralla Shire Business Chamber to lodge a funding application in accordance with the My Community Projects fund, administered by the NSW State Government, for the construction of a public amenity (toilet) in the public car park area behind the north facing shops along Bridge Street, between Salisbury and Hill Streets.
- 2) The written support is to note that:
  - a) Council will not be held liable for any monetary contribution toward the project should the total capital cost of: the toilet facility; the associated site works (such as concrete pad); and connection to utility services (including water, sewer and electricity) exceeds \$200,000; and

**Minutes of the Budget Review & Finance Committee Meeting  
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- b) If the application is successful, Council will make the final determination about which public amenity asset is selected for purchase, where the asset is positioned and all matters associated with existing Council assets (such as roadways and water/sewer services).
- 3) Thank the Chamber for taking this initiative.

Or

Option B

- 1) Written support not be given to the Uralla Shire Business Chamber to lodge a funding application in accordance with the My Community Projects fund, administered by the NSW State Government, for the construction of a public toilet in the public car park area behind the north facing shops along Bridge Street, between Salisbury and Hill Streets.
- 2) Thank the Chamber for taking this initiative.

**MOTION (Crs R Bell / N Ledger)**

That the Committee recommend to Council that:

- 1) Written support be given to the Uralla Shire Business Chamber to lodge a funding application in accordance with the My Community Projects fund, administered by the NSW State Government, for the construction of a public amenity (toilet) in the public car park area behind the north facing shops along Bridge Street, between Salisbury and Hill Streets.
- 2) The written support is to note that:
  - a) Council will not be held liable for any monetary contribution toward the project should the total capital cost of: the toilet facility; the associated site works (such as concrete pad); and connection to utility services (including water, sewer and electricity) exceeds \$200,000; and
  - b) If the application is successful, Council will make the final determination about which public amenity asset is selected for purchase, where the asset is positioned and all matters associated with existing Council assets (such as roadways and water/sewer services);
  - c) That Council be informed of the impact of the cost of maintenance and ongoing depreciation of the amenity on the Long Term Financial Plan.
- 3) Thank the Chamber for taking this initiative.

**BRFC13/19 CARRIED**

*Cr R Crouch was absent at the time of voting. Cr R Crouch returned to the meeting at 1:49pm.*

*Cr R Crouch resumed the Chair and thanked Cr I Strutt for presiding over the meeting in his absence.*

*Cr I Strutt briefed Cr R Crouch about the outcome of Report #1.*

*Cr T O'Connor, having previously declared an interest in the item of business, left the meeting at 1:49pm.*

**PROCEDURAL MOTION (Crs R Bell / L Sampson)**

To hear the item in Part 7 Urgent, Supplementary and Late items of Business "Support for the "Bundarra Castle Playspace" Project as an additional My Community Project fund" as Report 2 in Part 8.

**BRFC14/19 CARRIED**



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**MOTION (Crs N Ledger / L Sampson)**

That the Committee recommend to Council that:

- 1) Written support be provided to community member Marcella O'Connor to lodge a funding application in accordance with the My Community Projects fund, administered by the NSW State Government, for the improvement of the Bundarra Playground, Court Street Bundarra, titled "Bundarra Castle Playspace" Project; and
- 2) The written support is to note that:
  - a) Council will not make any capital monetary contribution toward the project;
  - b) If the application is successful, Council will make the final determination about which asset is selected for purchase, where the asset is positioned and all matters associated with existing Council assets;
  - c) That Council be informed of the impact of the cost of maintenance, insurance and ongoing depreciation on the Long Term Financial Plan.
- 3) Thank Mrs O'Connor for taking this initiative.

**BRFC15/19 CARRIED**

*Cr T O'Connor was absent at the time of voting. Cr T O'Connor returned to the meeting at 2:00pm.*

**9. MOTIONS ON NOTICE**

*There were no 'Notices of Motion' addressed to the 14 May 2019 Meeting.*

**10. CONFIDENTIAL BUSINESS**

*There were no Confidential Business items.*

**11. MEETING CLOSE**

*The meeting closed at 2:02pm.*

**7. URGENT, SUPPLEMENTARY & LATE ITEMS OF BUSINESS**

**8. REPORTS TO COMMITTEE**

There are no Reports to Committee.

**9. MOTIONS ON NOTICE**

There are no Motions on Notice.

**10. CONFIDENTIAL BUSINESS**

There are no Confidential Business Items.

**END OF BUSINESS PAPER**