

**MINUTES OF THE CORPORATE SERVICES COMMITTEE OF UPPER HUNTER SHIRE COUNCIL  
HELD ON FRIDAY 15 MARCH 2024 IN THE COUNCIL CHAMBERS COMMENCING AT 9.00AM**

**PRESENT:**

Cr Adam Williamson (Chair), Cr James Burns and Cr Belinda McKenzie

**IN ATTENDANCE:**

Mr Greg McDonald (General Manager), Mr Wayne Phelps (Manager Finance) and Ms Karen Boland (Governance & Executive Support Officer).

**APPLICATIONS FOR ATTENDING MEETING VIA VIDEO LINK**

Nil

**APOLOGIES:**

**RESOLVED** that the apology received from Cr Elizabeth Flaherty be accepted.

Moved: Cr J Burns      Seconded: Cr B McKenzie      CARRIED

**PUBLIC PARTICIPATION:**

Nil

**DISCLOSURES OF INTEREST:**

Nil

**FINANCE COMMITTEE REPORTS**

**CORP.03.1                                      *FINANCIAL SUMMARY & INVESTMENT REPORT***

***RESPONSIBLE OFFICER:*** Greg McDonald - General Manager

***AUTHOR:*** Wayne Phelps - Manager Finance

**RESOLVED**

**That the Committee:**

- 1. note the Fund and Function Summary Report;**
- 2. note the Cash and Investment Report;**
- 3. note the Responsible Accounting Officer's Statement on the January & February 2024 Investments;**
- 4. note the Loan Schedule and balances outstanding; and**
- 5. note the Capital Works Expenditure Report;**
- 6. note the Services High Level (Surplus) Deficiency Report; and**
- 7. adopt the proposed budget variations.**

Moved: Cr B McKenzie      Seconded: Cr J Burns      CARRIED UNANIMOUSLY

**COUNCILLOR QUESTIONS**

Cr Williamson enquired what is Council's strategy for recruiting qualified educators for the ELC and the recruitment position currently?

*Response: General Manager advised Council is actively recruiting qualified educators but has been unsuccessful. Council's strategy has been to offer training opportunities to existing staff as well as offering competitive salaries to attract applicants. Taken on notice to check actual stats and report back to the Committee.*

Cr Williamson enquired if regional and local roads ARRB data will be reported through the Infrastructure Services Committee?

*Response: General Manager advised this can be done through the RACAS dashboard that uses ARRB data which is more graphical and provides the GIS image over the mapping layer to show the condition of roads. Taken on notice to arrange a presentation to Councillors.*

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**CORP.03.2**

***PROPERTY UPDATE***

**RESPONSIBLE OFFICER:** Greg McDonald - General Manager

**AUTHOR:** Karen Lee - Senior Administration Officer - Business Services

**RESOLVED**

**That the Committee note the report and actions undertaken to date on the property strategy.**

Moved: Cr J Burns      Seconded: Cr B McKenzie      CARRIED UNANIMOUSLY

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**CORP.03.3**

***SCONE & UPPER HUNTER REGIONAL SALEYARDS COMMITTEE***

**RESPONSIBLE OFFICER:** Greg McDonald - General Manager

**AUTHOR:** Karen Lee - Senior Administration Officer - Business Services

**RESOLVED**

**That the Committee adopt the minutes of the Scone & Upper Hunter Regional Saleyards meeting held on 29 February 2024.**

Moved: Cr B McKenzie      Seconded: Cr J Burns      CARRIED UNANIMOUSLY

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**CORP.03.4**

***RESPONSES TO PREVIOUS QUESTIONS***

**RESPONSIBLE OFFICER:** Greg McDonald - General Manager

**AUTHOR:** Karen Boland - Governance & Executive Support Officer

**RESOLVED**

**For notation only.**

Moved: Cr B McKenzie      Seconded: Cr J Burns      CARRIED UNANIMOUSLY

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THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 9.48AM.