# MINUTES OF THE CORPORATE SERVICES COMMITTEE OF UPPER HUNTER SHIRE COUNCIL HELD ON FRIDAY 19 APRIL 2024 IN THE COUNCIL CHAMBERS COMMENCING AT 9.00AM

### PRESENT:

Cr Adam Williamson (Chair) and Cr Belinda McKenzie.

# IN ATTENDANCE:

Mr Mathew Pringle (Acting General Manager), Mr Wayne Phelps (Manager Finance) and Mrs Robyn Cox (Executive Assistant).

#### APLICATIONS FOR ATTENDING MEETING VIA VIDEO LINK

Nil

## **APOLOGIES:**

RESOLVED that the apologies received from Cr James Burns and Cr Elizabeth Flaherty be accepted.

Moved: Cr A Williamson Seconded: Cr B McKenzie CARRIED UNANIMOUSLY

## **PUBLIC PARTICIPATION:**

Nil

### **DISCLOSURES OF INTEREST:**

Nil

#### **FINANCE COMMITTEE REPORTS**

CORP.04.1 QUARTERLY 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 Investments;
- 4. note the Loan Schedule and balances outstanding; and
- 5. note the Capital Works Expenditure Report;
- 6. note the Key Performance Indicators (KPIs); and
- 7. adopt the proposed budget variations.

Moved: B McKenzie Seconded: A Williamson CARRIED UNANIMOUSLY

### **COUNCILLOR QUESTIONS**

Cr Williamson requested a schedule of Council's resealing program currently in progress.

Response: The Finance Manager advised that the schedule can be provided and took the question on notice.

Cr Williamson asked what are the financial implications of reducing the numbers allowed at the Early Learning Centre from the licenced number of 57 to 39 due to the vacancy of the Early Childhood Teacher.

Response: The Finance Manager took the question on notice..

CORP.04.2 OPERATIONAL REPORT

**RESPONSIBLE OFFICER:** Greg McDonald - General Manager **AUTHOR:** Wayne Phelps - Manager Finance

**RESOLVED** 

That the Committee:

- 1. note the comments on the budget review by the managers/budget holders; and
- 2. adopt the requested variations as detailed in the budget review.

Moved: B McKenzie Seconded: A Williamson CARRIED UNANIMOUSLY

#### **COUNCILLOR QUESTIONS**

Cr Williamson enquired whether the results from the new energy/greenhouse tracking data information would be publicly available?

Response: The Director Environmental & Community Services took the guestion on notice.

Cr McKenzie enquired about the attendance records for Warbirds Over Scone 2024 event in comparison to the previous event held in 2022. Cr McKenzie also enquired as to the level of expenditure that was paid to Paul Bennet Airshows to deliver each event.

Response: The Finance Manager advised that final costing are to be received with a number of clarifications to be resolved before the final figures will be available.

Cr Williamson enquired what the proposed delivery schedule timeline was for the Vennacher Street pedestrian crossing lighting project.

Response: The Finance Manager took the question on notice.

CORP.04.3 CONTRACTORS & EXPENSES REPORT

**RESPONSIBLE OFFICER:** Greg McDonald - General Manager **AUTHOR:** Wayne Phelps - Manager Finance

**RESOLVED** 

That the Committee:

- 1. note the Contractor's Listing for the period; and
- 2. note the Consultancy and Legal Expenses report for the period.

Moved: B McKenzie Seconded: A Williamson CARRIED UNANIMOUSLY

CORP.04.4 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: B McKenzie Seconded: A Williamson CARRIED UNANIMOUSLY

CORP.04.5 AIRPORT MANAGEMENT COMMITTEE

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

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

RESOLVED

That Council adopt the minutes of the Airport Management Committee meeting held on 27

March 2024.

Moved: A Williamson Seconded: B McKenzie CARRIED UNANIMOUSLY

CORP.04.6 REQUESTS FOR DONATIONS

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

**AUTHOR:** Wayne Phelps - Manager Finance

**RESOLVED** 

That the Committee receive the report and note the donations provided to:

1. Murrurundi and District Sheep Dog Workers Association; and

2. Merriwa Polocrosse Club.

Moved: B McKenzie Seconded: A Williamson CARRIED UNANIMOUSLY

CORP.04.7 RESPONSES TO PREVIOUS QUESTIONS

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

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

**RESOLVED** 

That the Committee note the report.

Moved: B McKenzie Seconded: A Williamson CARRIED UNANIMOUSLY

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 10.31AM.