



**MINUTES OF BUDGET AND FINANCE COMMITTEE MEETING HELD IN THE
COUNCIL CHAMBER, 12 JAMES STREET, SALISBURY ON**

19 FEBRUARY 2018

MEMBERS PRESENT

Cr R Zahra (Chairman)
Mayor G Aldridge
Cr D Balaza
Cr S Bedford
Cr B Brug
Cr C Buchanan
Cr G Caruso
Cr L Caruso
Cr E Gill (Deputy Chairman)
Cr D Pilkington
Cr S Reardon
Cr G Reynolds
Cr S White
Cr J Woodman

STAFF

Chief Executive Officer, Mr J Harry
General Manager Business Excellence, Mr C Mansueto
General Manager City Development, Mr T Sutcliffe
General Manager City Infrastructure, Mr M van der Pennen
General Manager Community Development, Ms P Webb
Manager Governance, Mr M Petrovski
Manager Communications and Customer Relations, Mr M Bennington
Governance Support Officer, Ms K Boyd

The meeting commenced at 7:12 pm.

The Chairman welcomed the members, staff and the gallery to the meeting.

APOLOGIES

Apologies were received from Cr D Bryant, Cr R Cook and Cr D Proleta.

LEAVE OF ABSENCE

Nil

PRESENTATION OF MINUTES

Moved Cr B Brug
Seconded Cr C Buchanan

The Minutes of the Budget and Finance Committee Meeting held on
22 January 2018, be taken and read as confirmed.

CARRIED

REPORTS

Administration

6.0.1 Future Reports for the Budget and Finance Committee

Moved Cr D Pilkington
Seconded Cr L Caruso

1. The information be received.

CARRIED

6.0.2 Minutes of the Program Review Sub Committee meeting held on Monday 12 February 2018

6.0.2-PRSC1 Changes to the Program Review Sub-Committee

Moved Cr S Bedford
Seconded Cr J Woodman

1. That subject to formal endorsement of the new sub-committee by Council the name of the new sub-committee will be Innovation and Business Development Sub-Committee.
2. The Terms of Reference (as attached to Item PRSC1, Program Review Sub Committee, 04/12/2017) for the Innovation and Business Development Sub-Committee together with the following amendments, be endorsed:
 - Addition of a dot point to the Purpose of the Sub-Committee - to review programs and services delivered by Council;
 - Membership of the Sub-Committee to reflect the current membership until the end of the current term of Council;
 - That the current Chair and Deputy Chair of the Sub-Committee remain until the end of the current term of Council.
3. That staff bring back a report to Council to formally close the Program Review Sub Committee and establish the Innovation and Business Development Sub-Committee.

CARRIED

6.0.2-PRSC2 Program Review Update - Parks & Landscape and Civil Services (now Field Services)

Moved Cr S Bedford
Seconded Cr J Woodman

1. That the information be received.
2. Further updated information be included regarding streetscaping for noting by the Budget and Finance Committee.

CARRIED

Mayor G Aldridge left the meeting at 07:10 pm.

6.0.2-PRSC-OB4 Update Report on the Libraries and Marketing Program Reviews

Moved Cr S Bedford
Seconded Cr J Woodman

1. That a report be brought back to Council on the current service levels of the Library and Marketing and Communications functions which also considers external trends and initiatives since the program reviews that could impact on delivery of services into the future.

CARRIED

Mayor G Aldridge returned to the meeting at 07:14 pm.

6.0.3 Further Information - Program Review Update - Parks & Landscape and Civil Services (now Field Services)

Moved Cr G Caruso
Seconded Cr D Pilkington

1. The revised Street Sweeping Service Area Summary be received.

CARRIED

Finance

6.1.1 Council Finance Report - January 2018

Moved Cr S White
Seconded Cr J Woodman

1. The information be received.

CARRIED

Budget Review

6.5.1 Asset Management Improvement Project Update

Moved Cr G Caruso
Seconded Cr D Pilkington

1. Note and receive the report
2. Approve the Non-Discretionary Second Quarter Budget Review Bid of \$160,000 related to the original New Initiative Bid ITN23476 – Asset Management Work Order Mobilisation and Strategic Asset Management (SAM) Support Project
3. Note the additional funding required of \$380,000 (\$327,000 Capex and \$54,000 Opex) in 2018/19 to complete the project and endorse staff to approve the necessary commitments to finalise the project outcomes.
4. That the \$380,000 be reflected in the 2018/19 budget as a non-discretionary item.

CARRIED

6.5.2 Second Quarter Budget Review 2017/18

Moved Cr D Pilkington
 Seconded Cr G Caruso

1. The budget variances identified in this review and contained in the Budget Variation Summary (Appendix 1) be endorsed and net operating \$995,600 be credited to the Sundry Project Fund. This will bring the balance to **\$995,600**.
2. Funds be allocated for the following **non-discretionary** net bids:

OPERATING

- Youth Sponsorship \$ 20,000
- Polaris Office fitout \$ 20,000

CAPITAL

- Asset Management Improvement Project \$ 160,000

TOTAL \$ 200,000

(NB: If parts 1 & 2 of this resolution are moved as recommended this will bring the balance of the Sundry Projects Fund to \$795,600.)

3. Funds be allocated for the following **discretionary** net bids:

OPERATING

- Provision for WHS Improvement \$ 135,000
- Provision for Risk Management Initiatives \$ 79,000

CAPITAL

- Minor Traffic Devices \$ 45,000
- Salisbury Oval Clubrooms \$ 461,000

TOTAL \$ 720,000

(NB: If parts 1,2 & 3 of this resolution are moved as recommended this will bring the balance of the Sundry Projects Fund to \$75,600.)

4. Council approve the following transfers:
 1. Transfer \$27,700 from rental savings in the Polaris Centre to partly fund the office Fitout
 2. Transfer \$3,100 between contractual services and materials within Pest and Weed Control
 3. A Transfer \$8,000 postage budget from Record Management to Rates Collection due to change process associated with printing debtor statements with the print house.
 4. Transfer \$151,500 from Northern Economic Plan to Digital Growth Program which is consistent with the intent to have a focus on small business and delivery of programs to support the growth of that sector.
 5. Transfer \$60,000 Internal Labour from Field Services to Waste Transfer Station.

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5. Council approve the following budget timing adjustments, that will result in a decrease in loan borrowings and increase in investments in the 2017/18 financial year and an increase in loan borrowings and decrease in investments in the 2018/19 financial year:
 - Salisbury Community Hub \$26,220,000
 6. Investments / Borrowings be varied to reflect the bids and transfers endorsed by Council detailed in parts 1 to 5 of this resolution.

(NB: If parts 1 to 6 of this resolution are moved as recommended loan borrowings in 2017/18 will decrease by \$26,295,600 to an overall investment of \$317,202.)

CARRIED

OTHER BUSINESS

Nil

CONFIDENTIAL ITEMS

6.9.1 Minutes of the Confidential Program Review Sub Committee meeting held on Monday 12 February 2018

Moved Cr J Woodman
Seconded Cr E Gill

1. *Pursuant to Section 90(2) and (3)(a) of the Local Government Act 1999, the principle that the meeting should be conducted in a place open to the public has been outweighed in relation to this matter because:*
 - *it relates to information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead).*
2. *In weighing up the factors related to disclosure,*
 - *disclosure of this matter to the public would demonstrate accountability and transparency of the Council's operations*
 - *Non disclosure of this matter would enable information that may have implications for resourcing/service levels to be considered in detail prior to a Council position in relation to the matter being determined.*

*On that basis the public's interest is best served by not disclosing the **Minutes of the Confidential Program Review Sub Committee meeting held on Monday 12 February 2018** item and discussion at this point in time.*

3. *Pursuant to Section 90(2) of the Local Government Act 1999 it is recommended the Council orders that all members of the public, except staff of the City of Salisbury on duty in attendance, be excluded from attendance at the meeting for this Agenda Item.*

CARRIED

The meeting moved into confidence at 7:16 pm.

The meeting moved out of confidence and closed at 7:20 pm.

CHAIRMAN.....

DATE.....