



# **URALLA SHIRE COUNCIL BUSINESS PAPER**

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

**14 May 2019**

Uralla Shire Council  
Budget Review and Finance Committee  
Business Paper – 14 May 2019

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

# **Budget Review & Finance Committee Meeting**

**14 May 2019, 12:30pm, Council Chambers**

- 1. Opening & Welcome**
- 2. Prayer**
- 3. Acknowledgement of Country**
- 4. Apologies & Requests for Leave of Absence**
- 5. Disclosures & Declaration of Interests**
- 6. Confirmation of Minutes**
- 7. Urgent, Supplementary & Late Items of Business**
- 8. Reports to Committee**
  - Report 1 Request from Uralla Chamber for Support for New Toilet Facility in Central Business Area of Uralla
- 9. Motions on Notice**
- 10. Confidential Business**
- 11. Meeting Close**

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

**Minutes to be confirmed at the 14 May 2019 Meeting:**

- Budget Review and Finance Committee Meeting held 9 April 2019 (copy enclosed)



## MINUTES

# Budget Review & Finance Committee Meeting

9 April 2019, 12:30pm, Council Chambers

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**Minutes of the Budget Review & Finance Committee Meeting  
held at 9 April 2019, 12:30pm, Council Chambers**

**ATTENDANCE**

Present were Cr M Pearce (Mayor), Cr R Crouch (Deputy Mayor), and Councillors, R Bell, M Dusting, N Ledger, T O'Connor, L Sampson, I Strutt, T Toomey, 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 12:35pm.*

**2. ACKNOWLEDGEMENT OF COUNTRY**

*The Chair acknowledged Country and Elders past and present.*

**3. APOLOGIES, REQUESTS FOR LEAVE OF ABSENCE**

*The Chair advised there were no apologies received.*

**4. DISCLOSURES & DECLARATION OF INTERESTS**

*There were no disclosures or declarations made.*

**5. ANNOUNCEMENTS**

*The Chair advised there were no announcements.*

**6. TABLING OF REPORTS & PETITIONS**

*The Chair advised there were no reports or petitions tabled.*

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

*The Chair advised there were no urgent, supplementary or late items of business.*

**8. REPORTS TO COMMITTEE**

Department: General Manager's Office  
Submitted by: General Manager and Chief Financial Officer  
Reference/Subject: Report 1 – Draft Budget 2019/20

**OFFICER'S RECOMMENDATION:**

That the Committee receive and note the Draft Budget 2019/20.

*Councillors held a detailed discussion regarding the Draft Budget 2019/2020.*

*Cr L Sampson left the meeting at 1:54pm.*

*Cr L Sampson returned to the meeting at 1:56pm.*

*Cr M Pearce left the meeting at 2:08pm.*

*Cr M Pearce returned to the meeting at 2:10pm.*

Minutes of the Budget Review & Finance Committee Meeting  
held at 9 April 2019, 12:30pm, Council Chambers

**MOTION (Crs I Strutt / M Dusting)**

That the Committee receive and note the Draft Budget 2019/20.

**7/19**

**CARRIED**

**9. MOTIONS ON NOTICE**

*There were no 'Notices of Motion' addressed to the 9 April 2019 Meeting.*

**10. CONFIDENTIAL BUSINESS**

There were no Confidential Business items.

**11. MEETING CLOSE**

*The meeting closed at 2:22pm.*

UNCONFIRMED

- 7. URGENT, SUPPLEMENTARY & LATE ITEMS OF BUSINESS**
  
- 8. REPORTS TO COMMITTEE**



## REPORT TO COMMITTEE

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

### LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

<b>Goal:</b>	4.2	An effective and efficient organisation.
<b>Strategy:</b>	4.2.2	Operate in a financially responsible and sustainable manner.
<b>Activity:</b>	4.2.2.3	Maximise grant and funding partnership opportunities.
<b>Action:</b>	4.2.2.3.1	Identify and seek grant funding opportunities, as resources provide, for infrastructure and development projects or services.

### SUMMARY:

This report seeks Council's determination about whether or not to provide support to the Uralla Shire Business Chamber Inc (the Chamber) to lodge an application to construct a public toilet under the My Community Projects fund administered by the NSW State Government.

### 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*
  - 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*

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**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.**

**REPORT:**

By letter dated 9<sup>th</sup> May 2019 (Attachment A) the Uralla Shire Business Chamber Inc (the Chamber) has requested Council's support for the Chamber to make an application to the NSW State Government, in accordance with its My Community Project program (<https://www.nsw.gov.au/improving-nsw/projects-and-initiatives/my-community-project/>), for the construction of a public toilet at the public car area behind the north facing shops along Bridge St, between Salisbury and Hill Streets. The Chamber has requested the letter of support, should it be forthcoming, is needed by 15<sup>th</sup> May 2019 (the My Community Project application guide notes letters of support must be submitted by 2pm on 15<sup>th</sup> May 2019).

Given the proposed public amenity would become a public asset and would require Council to fund its operation and maintenance and depreciation it has relevance to the broader considerations of the Budget Review and Finance Committee associated with the sustainability of Council services and service levels.

Discussion

The Chamber states that *"Identified by the Chamber currently the closest public toilets are in Pioneer Park, the Information Centre, Hampden Park or Alma Park which isn't as convenient for the public as the proposed toilets would be. Each of these public amenities require road crossing and at times are difficult especially for disabled members of our community, the elderly and young children"*.

The construction of a public amenity at the proposed location was considered as a potential inclusion into Council's Stronger Country Communities Fund application, however it was eliminated as an opportunity. Its elimination from that selection process is not necessarily a reflection of the perceived or actual need for such a facility at this location, however it is the only time this current Council has considered the matter.

The Chamber is proposing to fund the construction from the My Community Project fund. This fund has a maximum cap per project of \$200,000. Staff have not previously undertaken a cost estimate for a public amenity at this location, however prefabricated single pedestal amenities which are suitable for disabled persons, together with a concrete pad and connection to the existing water supply, sewer and power supply networks can be sourced within close proximity to that project cap.

Council has not undertaken an assessment of the operational costs which would be associated with the cleaning and maintenance of the proposed facility. Nor has an assessment of the depreciation of this proposed new asset been undertaken.

Council does not have evidence in terms of community survey or public complaints which would demonstrate the need for a public amenity at this location. However, such evidence (or the lack thereof) would not be, of itself, the only consideration of the merits of such a proposal.

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Apart from 'need', considerations as to whether the proposed development is meritorious could include:

- Are the ongoing operational costs for maintaining such a facility justified – particularly in context of the capital cost being met by funds other than Council's?
- Are the existing facilities within the Central Business Area sufficient to meet demand?
- Are the existing facilities reasonably accessible for all potential users?
- Should the procurement and installation exceed \$200,000, is Council prepared to meet additional capital costs?
- Is the location of the proposed facility appropriate in terms of community safety/behaviour?

Conclusion

The Uralla Shire Business Chamber Inc have requested the Council to support an application to the My Community Project fund for the construction of a new public amenity in the Uralla Central Business Area.

The proposed public amenity would be likely to provide service to community members who currently experience some difficulty accessing existing public amenities.

The public amenity would be a new public asset, owned and maintained by Council, at potentially nil or marginal capital cost to Council but which would impose future additional costs upon Council's operational budget.

Prepared by staff member:	Andrew Hopkins
TRIM Reference Number:	UINT/19/2739
Approved/Reviewed by Manager:	As above
Department:	General Manager's Office
Attachments:	Attachment A: Request from Uralla Shire Business Chamber Inc dated 9 <sup>th</sup> May 2019



Uralla Shire Business Chamber Inc  
51 Bridge St  
Uralla NSW 2358  
secretary@urallabusinesschamber.org.au  
urallabusinesschamber.org.au

Uralla Shire Council  
32 Salisbury Street,  
Uralla, NSW 2358

Friday 9<sup>th</sup> May 2019

To: The Mayor, Mick Pearce and General Manager, Andrew Hopkins  
Re: My Community Project

Dear Mayor and General Manager,

The Uralla Shire Business Chamber is writing to Council in regards to the My Community Project application.

The Chamber is aware of the need for a public toilet block with disabled access to be built in close proximity to the Bridge Street main shopping area. We propose to put an application in to build this facility on council land in the car park area behind Bridge Street. The primary purpose for a public and disabled toilet is to be accessible to the public and community in the main shopping precinct of Uralla without the need to cross main roads. This will be a great benefit to the general public, including tourist.

Identified by the Chamber currently the closest public toilets are in Pioneer Park, The Information Centre, Hampton Park or Alma Park which isn't as convenient for the public as the proposed toilets would be. Each of these public amenities require road crossing and at times are difficult especially for disabled members of our community, the elderly and young children.

We seek councils support in becoming a sponsor for this application and giving consent as the land owner.

The Chamber will provide quotes for the project and put an application in with Councils support, consent and sponsorship by 15<sup>th</sup> May.

We hope that we can work together in getting this project up and running which is much needed in our community.

The Uralla Shire Business Chamber looks forward to your timely response.

Kind Regards,

Corinne Annetts

Secretary, Uralla Shire Business Chamber

**9. MOTIONS ON NOTICE**

There are no Motions on Notice.

**10. CONFIDENTIAL BUSINESS**

There are no Confidential Business Items.

**END OF BUSINESS PAPER**